

REFERENCE

**Town of
Reading
Massachusetts**



ANNUAL REPORT

2007

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Reading
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Town of Reading
16 Lowell Street
Reading, MA 01867-2685

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us

TOWN MANAGER
(781) 942-9043

May, 2008

TO: Residents of the Town of Reading

Dear Resident:

The attached Annual Report for the Town of Reading for calendar year 2007 details the significant progress made during the year on a number of issues.

Highlighting activities in 2007, the Town:

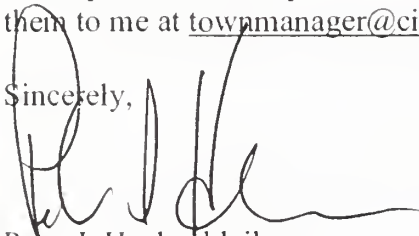
- ◆ Received word that the Massachusetts Highway Department has awarded the construction contract for the Downtown Streetscape Project to Marchese Co., with work to start late 2007 or early 2008;
- ◆ Received final State approval to purchase all of our public water supply from the MWRA, and abandon our local water supply for all but emergency use;
- ◆ Began the implementation of a new financial software and hardware platform for all of the Town's financial and Human Resources functions;
- ◆ Completed a number of major road projects;
- ◆ Considered and rejected a major oversized retail mall project proposed for the Addison-Wesley/Pearson property on Jacob Way and in its stead, approved zoning for a mixed use development on the site;
- ◆ Saw further development in the Walkers Brook Drive area, including two new restaurants, a new Stop & Shop Supermarket, and the improvement of the 128 Marketplace, formerly General Tire, for retail uses anchored by Market Basket;
- ◆ Saw completion of the Hallmark Health Medical Office and laboratories, and re-use of corporate office space at the former TASC building;
- ◆ Spent a significant amount of time advocating for protection of the interests of the Town and its residents relative to the I-95/I-93 Interchange modifications;
- ◆ Approved regulations addressing early opening of retail outlets for coffee prior to 6:00 a.m.;
- ◆ With a State grant and donation by Nelson and Rita Burbank, purchased the property at 1481 Main Street for conservation and open space use;
- ◆ Formed the Northern Area Greenway Committee to look at near and long-term plans for the area of open space that stretches across the Northern areas of our town, now almost continuously from border to border. This Committee has prepared plans for the Ipswich River Greenway, an interconnecting system of trails spanning the entire length of this Town owned open space;

- ♦ Completed a Master Plan for Memorial Park, and began master planning process for the Birch Meadow Area;
- ♦ Continued to maintain its sound financial picture, and achieved an upgrade of its Moodys bond rating.

For those who have need for detailed information, we hope this Annual Report will be complete and valuable for you. It provides a good historical record of what has happened in the Town of Reading in calendar year 2007 .

We welcome any questions, suggestions or comments that you may have with regard to this report, or to the provision of the services within the community. You can address them to me at townmanager@ci.reading.ma.us, or call at 781-942-9043.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter I. Hechenbleikner', written over a horizontal line.

Peter I. Hechenbleikner
Town Manager

PIH:lm

ACCOUNTING AND FINANCE DEPARTMENTS

Annual Town Meeting in April 2007 voted to allow the Town to make \$1.25 million in technology improvements to the 20-year old financial systems infrastructure. Both the Accounting and Finance Departments will require two full years of complex planning and careful implementation. In the meantime, old systems must continue during this period. The end result will be a decentralized modern financial system that will benefit both the Municipal Government and the School Department.

Accounting Department

The Accounting Department, under the direction of the Town Accountant, is responsible for maintaining financial records. These records facilitate the preparation of financial reports and schedules that provide meaningful, accurate information for comparability and for management's decision-making process. The Accounting Department ensures that all financial transactions are in compliance with legal requirements, and are properly recorded on a timely basis. The Town used the auditing firm of Melanson & Heath in FY 2007.

Finance Department

The Finance Department, under the direction of the Assistant Town Manager/Finance Director, supports a wide variety of financial and administrative functions. The Department is divided into six divisions: Assessment, Collection, General Finance, Human Resources, Technology and Town Clerk. The Finance Department support staff are designed to be flexible and experienced in many of these divisions as work flows vary throughout the year.

Finance: Assessment Division

Assessment of property is the first step in the process of tax revenue collection for the Town of Reading. The Assessment Division's function is to provide for the fair and equitable assessment of all taxable real and personal property. The Assessors trend the values each year so that the revaluations done every three years won't result in substantial changes. The Assessors must annually determine the tax levy and obtain State approval of the tax rate so that bills can be issued in a timely manner. Fiscal Year 2008 was a revaluation year.

The tax rate for FY 2008 was set at \$12.60 per thousand, \$0.53 increase per thousand from the FY 2007 rate. The total assessed value of all 8,900+ properties and accounts for FY 2008 is \$3,765,110,743. The average house in Reading is now valued at \$452,066 which is a 2.1% decrease of \$9,590 from the FY 2007 value.

The breakdown of Reading property for FY 2008 is as follows:

Residential	\$3,468,910,553	92.1330%
Commercial	\$ 256,582,400	6.8147%
Industrial	\$ 17,381,100	0.4617%
Personal	\$ 22,236,690	0.5906%
TOTAL	\$3,765,110,743	100%

The Board of Selectmen established an ad hoc Tax Classification Committee in February 2007. The mission of this group included “matters of policy related but not limited to: The residential factor, The open space discount, The residential exemption, The commercial exemption.” The Committee was established with six members to reflect a broad mix of the residential and business community. After several months, they voted 4-2 to advise the Board of Selectmen to split the tax rate (increasing the relative rate on commercial taxpayers) by 10% right away, and increasing that to 25% over three years. The Selectmen ultimately voted to keep the tax rate the same for all classes of property. At the classification hearing, the Selectmen also decided not to shift the tax burden within the residential class to non-residential owners, or to adopt a small commercial property exemption.

Finance: Collection Division

The Collection Division is responsible for collecting all taxes and other charges (including ambulance and water/sewer/storm water bills). This Division also receives and processes all deposits (such as schools and recreation).

Residents continue to increase their usage of electronic payments. In 2006, 258 registered users made payments of real estate and excise taxes. In 2007, this number grew to over 508 while the ability to pay water, sewer and storm water bills electronically was added. Thus far in 2008, there are 873 registered users.

Real estate collections increased from \$43.5 million in FY 2006 to \$45.3 million in FY 2007. Excise tax collections were \$2.75 million in FY 2007, down slightly for the second consecutive year. A total of 698 lien certificates were issued in FY 2007, netting \$21,250 to the General Fund. These figures were down by about one-third from the 931 lien certificates filed in FY 2006. However, foreclosures soared from one in 2006 to ten in 2007.

Finance: General Division

This Division is responsible for providing the cash for the operation of all Town and School functions on a timely basis. In addition, it conducts all borrowing and investing activities, including those on behalf of the Town’s Trust Funds (at the direction of the Trust Fund Commissioners).

Interest earnings for the General Fund during FY 2007 were \$2,013,497 as interest rates stayed between 4.5% – 5.5%. Cash balances were higher than expected as the MSBA early payment for RMHS was drawn down slowly, and RMLD built up reserves in order to begin significant capital projects in FY 2008. Note that while interest earnings for the first half of FY 2008 were \$1,063,397, the sharp decline in rates (3.35% earned on March 31, 2008 versus 5.35% on June 30, 2007), coupled with the drawdown of cash balances for capital projects, will reduce earnings in the future.

As we noted from the capital markets conditions last year, the Finance Department anticipated a slowing economy and has budgeted for a slowdown in collections – as has been seen in excise taxes.

In October 2007, the Town was upgraded by Moody's Investor Services from A1 to Aa3, reflecting the strong financial management of the Town coupled with a growing cash reserves position. In November 2007, the Town borrowed \$9,535,000 at a net interest cost of 3.91%. The timing of the borrowing was held off as long as possible to benefit from the drop in interest rates, and at the same time to complete the \$7.8 million (20-year debt) full MWRA buy-in. Other projects included in this debt sale were \$410,000 for a new fire engine, \$375,000 for turf improvements at Parker Middle School, \$650,000 for the local share of the (long-awaited) Downtown Improvement Project, and \$300,000 for sewer main repairs.

At the November 2007 Town Meeting, further debt was authorized for the full replacement of the Birch Meadow tennis courts and a new ladder truck.

General Finance - Trust Funds

	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>
Beginning Balances	\$ 7,299,885	\$7,383,405	\$7,620,268
Contributions	\$ 91,603	\$ 118,112	\$ 96,565
Disbursements	(\$ 307,191)	(\$ 312,312)	(\$ 226,608)
Interest	\$ 299,108	\$ 431,064	\$ 538,873
Ending Balances	\$ 7,383,405	\$7,620,268	\$8,029,097

The Trust Funds disbursed nearly \$850,000 in the past three years as shown in the table above. The Hospital Trust Fund continued to provide aid through the Reading Response Program, which provides skilled health care services, respite care, medical transportation and Lifeline Emergency call systems to Reading residents who meet specific health and income guidelines. It disbursed \$146,529 in FY 2004, \$176,250 in FY 2005, \$162,368 in FY 2006, and \$100,270 in FY 2007. The next largest distributor of funding was the Cemetery Trust Funds (\$105,000 in FY 2004, \$81,000 in FY 2005, \$85,000 in FY 2006 and nearly \$87,000 in FY 2007).

	Ending Balance FY 2006	Ending Balance FY 2007	One Year Change
Cemetery	\$ 3,098,021	\$3,323,252	+ \$225,231
Hospital	\$ 3,820,566	\$3,988,215	+ \$167,649
Library	\$ 55,174	\$ 63,185	+ \$ 8,011
Scholarships/Awards	\$ 123,185	\$ 145,906	+ \$ 22,721
Veteran's Memorial	\$ 96,775	\$ 102,774	+ \$ 5,999
Celebration	\$ 56,891	\$ 56,967	+ \$ 76
Historic Preservation	\$ 65,134	\$ 67,076	+ \$ 1,942
Elder Services	\$ 285,073	\$ 281,722	- \$ 3,351
Loans	\$ 19,449	\$ 20,831	+ \$ 1,382

Finance: Human Resources Division

The Human Resources Division supports the Town (under the direction of the Town Manager), Schools (under the direction of the Superintendent), Light Department (under the direction of the RMLD General Manager) and Retiree benefit activities.

Employee benefits administered through this Division include health and life insurance, deferred compensation, disability insurance, Worker's Compensation, the Sick Leave Bank, cafeteria benefits, the Employee Assistance Program, personal leave and unemployment benefits.

Health insurance and Worker's Compensation are premium-based programs through the Massachusetts Inter-Local Insurance Association. Blue Cross/Blue Shield products are offered to Town employees and retirees. The sharp increases in premiums seen a few years ago have ameliorated due to a combination of benefit changes and industry trends.

Finance: Technology Division

The Technology Division provides centralized computer network and telecommunications services as well as distributed internet, audio/video, software and personal computer support for the Municipal Government (Town Hall, the Library, the Senior Center, Police, Fire/Emergency Management, Public Works, Water and Sewer) and co-ordinates many activities with the Schools and RMLD.

The \$1.25 million in funding by the Annual Town Meeting in April 2007 has allowed implementation of many long-range plans of this Division:

- The Wide Area Network was completed in late 2007. This WAN will facilitate communication between all Municipal Government, School and RMLD buildings, and be a vital component of the new accounting/financial system.
- A new state of the art Data Center was completed in late 2007 – with substantial assistance from the Facilities Department. It will provide a secure and reliable communications hub that will be the basis for technology growth and improvements for at least the next decade.
- Installation of the new financial systems, and parallel system operations with the old technology for two years.
- Document storage – The Municipal government and RMLD are undergoing a thorough assessment of document processing needs. This ranges from examination of current practices to the hardware and software requirements.
- Web site launched – The Town has a very large repository of information for residents and businesses. Daily electronic communication includes meeting schedules and agendas of Boards, important construction updates, reports on the progress of the annual budget process and many other items. A powerful search engine coupled with easy to navigate pages brings a wealth of information '24/7'.

Finance: Town Clerk Division

Part-time Assistant Town Clerk Aileen Shaw retired after almost 20 years in the Town Clerk's Office. Julia Rodger was hired as full-time Assistant Town Clerk in January.

Elections

2007 was a busy election year in Reading. On April 3, 2007, the Town of Reading held its Local Election. Voting was moved back to the Reading Memorial High School after completion of renovations. The Town of Reading had 2,314 voters cast their ballots for a turnout of 14%.

Board of Registrars

Registrars Krissandra Holmes, Gloria Hulse, Harry Simmons and Town Clerk Cheryl A. Johnson made over 2000 voter and household changes to the community for 2007, certified many signatures on petitions and nomination papers for upcoming 2008 voting year. Registrars also registered voters, and offered assistance to voters on Election Day.

Census

The Annual Town Census was conducted in January, entirely by mail, with a total of 9200 forms mailed to residences.

The local census assists Town Clerks in putting together the Street List (resident book) and the Jury List. Major functions served by an annual local census are:

- Information collected for municipal purposes
- School needs
- Growth and planning needs
- Resident identification for Police and Fire
- Collection of dog information
- Veteran information
- Information for the Jury Commissioners
- Determining inactive voter status for voter purge as required by the National Voter Registration Act.

Town Meeting

A Special Town Meeting in February was completed in two sessions. Town Meeting approved Zoning By-Law changes for Planned Unit Development business. Town Meeting also voted to change the Retail Sales section of the General Bylaws.

The Annual Town Meeting in April was completed in three sessions, approving a budget for Fiscal Year 2008 in the amount of \$79,095,713. Town Meeting also approved \$650,000 for the Downtown Improvement Project, \$1,250,000 for purchasing and installing a financial hardware and software system, \$410,000 to purchase a new fire engine, and \$350,000 for the Birch Meadow Tennis Courts.

The Subsequent Town Meeting in November was completed in two sessions approving an increase in the money for the Birch Meadow Tennis Courts to \$625,000. Town Meeting also approved purchase of a \$850,000 fire ladder truck.

A Special Town Meeting was held on December 10th which added a new section to the Zoning By-Laws called Gateway Smart Growth District (the “GSGD”).

Vital Statistics and Licensing

During the calendar year 2007, the following Vital Statistics were recorded in the Town Clerk's Office:

Births – 244

Marriages – 79

Deaths – 290

Also issued were 2055 dog licenses, 141 business certificates, 25 renewals for underground storage tanks and 51 cemetery deeds.

A total of 356 Fish and Wildlife Licenses and 76 stamps were issued during the year for a total of \$7987.25. Of these, the Town of Reading issued 82 licenses free of charges to those citizens over 70 years of age. The Town retained \$515.85 in fees from the sale of licenses. Total receipts collected in the Town Clerk's Office for the calendar year 2007 amounted to \$93,674.67.

Respectfully submitted,

Gail LaPointe
Town Accountant

Robert W. LeLacheur, Jr., CFA
Assistant Town Manager/Finance Director

	<u>Balance July</u> <u>1, 2006</u>	<u>Receipts</u>		<u>Disbursements</u>	<u>Balance June</u> <u>30, 2007</u>	
	Non-		Bequests and	Investment	Non-	
	Expendable	Expendable	Contributions	Income	Expenditures	Expendable
	\$	\$	\$	\$	\$	\$
Cemetery Funds						
Charles Lawn	400,999	183,617	13,860	42,022	16,470	414,859
Forest Glen	633,803	613,935	7,350	88,456	34,603	641,153
Laurel Hill	291,710	445,752	100	52,223	20,399	291,810
Wood End	486,650	41,556	68,950	39,129	15,387	555,600
Total Cemetery Funds	1,813,162	1,284,859	90,260	221,830	86,859	1,903,422
Hospital Funds						
Stephen Foster	3,872	79,216	-	5,902	-	3,872
Anne S. Grouard	75,000	1,785,718	-	130,596	46,491	75,000
Gilman L. Parker	35,000	1,841,760	-	131,421	53,779	35,000
Total Hospital Funds	113,872	3,706,694	-	267,919	100,270	113,872
Library Funds						
Endowment	-	-	4,000	93	-	4,000
Appleton/Mansfield	11,000	135	-	791	-	11,000
Edward Appleton	5,000	4,554	-	679	-	5,000
R/M Babcock	3,598	44	-	259	-	3,598
Stephen Foster	12,000	125	-	861	-	12,000
Charles Torrey	1,000	11	-	72	-	1,000
Donald Tuttle	500	1,461	-	139	-	500
James/Freda Rawstron	1,613	22	-	116	-	1,613
Elaine & George Long	5,000	66	-	360	-	5,000
Barbara Hewitt	8,952	93	-	643	-	8,952
Total Library Funds	48,663	6,511	4,000	4,012	-	52,663
Scholarship Funds						
James E. Biller	-	363	-	27	390	-
Kenneth Brown	1,000	5,585	-	467	25	1,000
Nathaniel Hill	1,500	53	-	109	125	1,500
No. Residents Assoc.	11,370	1,104	-	834	800	11,370
Gilman L. Parker	5,000	3,183	-	542	600	5,000
Torre	-	5,648	-	401	-	-
Carl B. Sawyer	5,000	1,691	-	475	-	5,000

Scholarship Funds (Continued)						
Hal Croft	5,687	128	-	410	400	5,687
Florence Nichols	16,680	1,472	-	1,279	1,200	16,680
Dennis Lehane	29,357	930	300	2,150	2,000	29,657
James Klepeis	15,000	348	-	1,082	1,000	15,000
Joan Clifford Award	1,000	824	-	126	500	1,000
Exemplary Teacher Award						
Arnold Berger	6,856	3,404	-	729	-	6,856
Education Loan Fund						
Winthrop Parker	19,449	-	-	1,382	-	20,831
Total Education Funds	117,901	24,733	300	10,012	7,040	119,583
Veterans Memorial						
Veterans Memorial	81,210	15,565	455	6,873	1,330	81,552
Elder Services						
Avis E. Schroeder	10,000	13,506	257	1,669	654	10,000
Dorothy Burbank	-	261,567	-	17,983	22,604	-
Celebration						
General	-	46,167	-	3,164	3,850	-
400th	-	10,724	-	762	-	-
Historical Preservation						
General	-	30,331	1,293	2,177	4,000	-
400th Celebration	-	10,702	-	760	-	-
Historical Commission	-	24,101	-	1,712	-	-
Total Trust Funds	2,184,809	5,435,459	96,565	538,873	226,608	2,281,092

Combining Statement of Revenues, Expenditures and Changes in Fund Balance

Trust Funds

Year Ended June 30, 2007

	Balance July 1, 2006		Receipts		Disbursements		Balance June 30, 2007
	Non-expendable	Expendable	Bequests and Contribution	Investment Income	Expendable	Non-expendable	
\$	\$	\$	\$	\$	\$	\$	\$
Cemetery funds:							
Charles Lawn	400,999	183,617	13,860	42,022	16,470	414,859	209,169
Forest Glen	633,803	613,935	7,350	88,456	34,603	641,153	667,788
Laurel Hill	291,710	445,752	100	52,223	20,399	291,810	477,576
Wood End	486,650	41,556	68,950	39,129	15,387	555,600	65,298
Total cemetery funds	1,813,162	1,284,859	90,260	221,830	86,859	1,903,422	1,419,830
Hospital funds:							
Stephen Foster	3,872	79,216	-	5,902	-	3,872	85,118
Anne S. Grouard	75,000	1,785,718	-	130,596	46,491	75,000	1,869,823
Gilman L. Parker	35,000	1,841,760	-	131,421	53,779	35,000	1,919,402
Total hospital funds	113,872	3,706,694	-	267,919	100,270	113,872	3,874,343
Library funds:							
Endowment	-	-	4,000	93	-	4,000	93
Appleton/Mansfield	11,000	135	-	791	-	11,000	926
Edward Appleton	5,000	4,554	-	679	-	5,000	5,233
R/M Babcock	3,598	44	-	259	-	3,598	303
Stephen Foster	12,000	125	-	861	-	12,000	986
Charles Torrey	1,000	11	-	72	-	1,000	82
Donald Tuttle	500	1,461	-	139	-	500	1,600
James/Freda Rawstron	1,613	22	-	116	-	1,613	138
Elaine & George Long	5,000	66	-	360	-	5,000	426
Barbara Hewitt	8,952	93	-	643	-	8,952	735
Total library funds	48,663	6,511	4,000	4,012	-	52,663	10,522

Town of Reading, Massachusetts
Combining Statement of Revenues, Expenditures and Changes in Fund Balance
Trust Funds
Year Ended June 30, 2007

	Non- expendable	Expendable	Bequests and Investment Contribution	Income	Expenditure	Non- expendable	Expendable
Scholarship funds:							
James E. Biller	-	363	-	27	390	-	(0)
Kenneth Brown	1,000	5,585	-	467	25	1,000	6,027
Nathaniel Hill	1,500	53	-	109	125	1,500	37
No. Residents Association	11,370	1,104	-	834	800	11,370	1,138
Gilman L. Parker	5,000	3,183	-	542	600	5,000	3,125
Torre	-	5,648	-	401	-	-	6,049
Carl B. Sawyer	5,000	1,691	-	475	-	5,000	2,166
Hal Croft	5,687	128	-	410	400	5,687	137
Florence Nichols	16,680	1,472	-	1,279	1,200	16,680	1,551
Dennis Lehan	29,357	930	300	2,150	2,000	29,657	1,081
James Klepeis	15,000	348	-	1,082	1,000	15,000	430
Joan Clifford Award	1,000	824	-	126	500	1,000	450
Exemplary teacher award:							
Arnold Berger	6,856	3,404	-	729	-	6,856	4,132
Education loan fund:							
Winthrop Parker	19,449	-	-	1,382	-	20,831	-
Total education funds	117,901	24,733	300	10,012	7,040	119,583	26,323
Veterans Memorial							
Veterans Memorial	81,210	15,565	455	6,873	1,330	81,552	21,222
Elder Services							
Avis E. Schroeder	10,000	13,506	257	1,669	654	10,000	14,777
Dorothy Burbank	-	261,567	-	17,983	22,604	-	256,945
Celebration							
General	-	46,167	-	3,164	3,850	-	45,481
400th	-	10,724	-	762	-	-	11,486
Historical Preservation							
General	-	30,331	1,293	2,177	4,000	-	29,801
400th celebration	-	10,702	-	760	-	-	11,462
Historical Commission							
	-	24,101	-	1,712	-	-	25,813
Total trust funds	2,184,809	5,435,459	96,565	538,873	226,608	2,281,092	5,748,005

TOWN OF READING
REPORT OF THE COLLECTOR

12 MONTHS ENDING JUNE 30, 2007

2007 REAL ESTATE

Committed 2006-2007	45,721,261.93	
Refunds	140,581.00	
Interest and Costs Collected	53,883.31	
Abatements & Exemptions		179,997.23
Paid to Treasurer		45,222,914.39
Subsequent Tax Title		126,728.28
Deferred Taxes		22,357.19
Uncollected June 30, 2007		363,729.15
	<hr/>	<hr/>
	45,915,726.24	45,915,726.24

2006 REAL ESTATE

Balance June 30, 2006	496,196.68	
Refunds	1,604.08	
Interest and Costs Collected	44,438.95	
Abatements		0
Paid to Treasurer		508,836.52
Tax Title Taking		33,403.19
Uncollected June 30, 2007		0
	<hr/>	<hr/>
	542,239.71	542,239.71

2007 PERSONAL PROPERTY

Committed 2006-2007	213,786.48	
Refunds	990.60	
Interest and Costs Collected	356.95	
Abatements		29.93
Paid to Treasurer		211,356.15
Uncollected June 30, 2007		3,747.95
	<hr/>	<hr/>
	215,134.03	215,134.03

2006 PERSONAL PROPERTY

Balance June 30, 2006	2,420.07	
Refunds	0	
Interest and Costs Collected	155.42	
Abatements		0
Paid to Treasurer		897.80
Uncollected June 30, 2007		1,677.69
	<u>2,575.49</u>	<u>2,575.49</u>

2007 MOTOR VEHICLE EXCISE

Committed 2007	2,614,410.34	
Refunds	15,544.22	
Interest and Costs Collected	10,847.76	
Abatements		102,141.96
Paid to Treasurer		2,351,179.81
Uncollected June 30, 2007		187,480.55
	<u>2,640,802.32</u>	<u>2,640,802.32</u>

2006 MOTOR VEHICLE EXCISE

Balance June 30, 2006	114,202.48	
Committed 2006-2007	360,076.51	
Refunds	32,401.98	
Interest and Costs Collected	11,806.57	
Abatements		46,943.50
Paid to Treasurer		442,189.12
Uncollected June 30, 2007		29,354.92
	<u>518,487.54</u>	<u>518,487.54</u>

2005 MOTOR VEHICLE EXCISE

Balance June 30, 2006	29,996.84	
Committed 2006-2007	6,752.63	
Refunds	1,481.67	
Interest and Costs Collected	6,154.00	
Abatements		2,179.59
Paid to Treasurer		30,224.18
Uncollected June 30, 2007		11,981.37
	<hr/> 44,385.14	<hr/> 44,385.14

2004 MOTOR VEHICLE EXCISE

Balance June 30, 2006	22,397.54	
Committed 2006-2007	214.38	
Refunds	2,295.51	
Interest & Costs Collected	1,663.93	
Abatements		2,295.51
Paid to Treasurer		6,213.94
Uncollected June 30, 2007		18,061.91
	<hr/> 26,571.36	<hr/> 26,571.36

2003 MOTOR VEHICLE EXCISE

Balance June 30, 2006	14,241.49	
Committed 2006-2007	0	
Refunds	0	
Interest & Costs Collected	589.22	
Abatements		13,296.90
Paid to Treasurer		1,533.81
Uncollected June 30, 2007		
	<hr/> 14,830.71	<hr/> 14,830.71

OLD EXCISE PRIOR TO 2003

Balance June 30, 2006	138,328.56	
New Blanket Abatement	13,263.05	
Interest & Costs Collected	2,909.15	
Paid to Treasurer		5,689.36
Uncollected June 30, 2007		148,811.40
	<hr/> 154,500.76	<hr/> 154,500.76

WATER CHARGES

Balance June 30, 2006	787,483.40	
Committed 2006-2007	4,533,912.54	
Charges	100.00	
Refunds	1,881.34	
Abatements		26,498.36
Paid to Treasurer		3,834,345.67
Discount for Timely Payments		359,516.75
Added to 2007 Taxes		103,790.28
Uncollected June 30, 2007		999,226.22
	<hr/>	<hr/>
	5,323,377.28	5,323,377.28

SEWER CHARGES

Balance June 30, 2006	916,159.88	
Committed 2006-2007	4,308,387.91	
Refunds	1,636.65	
Abatements		32,311.54
Paid to Treasurer		3,772,522.63
Discount for Timely Payments		356,374.14
Added to 2007 Taxes		120,472.00
Uncollected June 30, 2007		944,504.13
	<hr/>	<hr/>
	5,226,184.44	5,226,184.44

STORM WATER FEES

Committed 2006-2007	452,742.15	
Refunds	29.41	
Abatements		4,966.86
Paid to Treasurer		331,998.25
Discount for Timely Payments		32,795.76
Uncollected June 30, 2007		83,010.69
	<hr/>	<hr/>
	452,771.56	452,771.56

ADDITIONAL WATER CHARGES
SPCS, SPMS & SPRS

Balance June 30, 2006	3,291.65	
Committed 2006-2007	27,737.30	
Paid to Treasurer		29,851.69
Added to 2007 Taxes		615.53
Uncollected June 30, 2007		561.73
	<u>31,028.95</u>	<u>31,028.95</u>

AMBULANCE FEES

Balance June 30, 2006	369,478.61	
Committed 2006-2007	1,093,600.28	
Refunds	3,238.04	
Abatements		605,146.65
Paid to Treasurer		605,837.50
Uncollected June 30, 2007		255,332.78
	<u>1,466,316.93</u>	<u>1,466,316.93</u>

CERTIFICATES OF MUNICIPAL LIENS

Certificates Issued	21,251.78	
Paid to Treasurer		21,251.78
	<u>21,251.78</u>	<u>21,251.78</u>

BETTERMENTS ADDED TO TAXES

Committed 2007	5,606.08	
Paid to Treasurer		5,606.08
	<u>5,606.08</u>	<u>5,606.08</u>

TOWN OF READING
REAL ESTATE ABATEMENTS
FOR PERIOD 01JAN2007 TO 31DEC2007

22	5	AMICO JOSEPH C SR	CHAPEL HILL DR	103.80	27Mar2007
83	7	BLAKE JOAN H	PINE RIDGE RD	87.50	25Jan2007
93	1	BOOTH LORRAINE R	FIELDING RD	439.95	20Mar2007
113	6	BRINGOLA THOMAS J	TRACK RD	111.04	01May2007
168	2	CARVALHO DUARTE M ETAL	HAYSTACK RD	1,385.64	06May2007
214	5	CONNOR JEFFREY P	PRISCILLA RD	231.74	01May2007
217	3	CONTE DESMOND	HIGH ST	85.70	01May2007
239	6	CROCKER ROBERT D	DEAN RD	20.52	01May2007
251	1	CURRAN JEAN M	PRESCOTT ST	519.01	04Apr2007
270	6	DAVIS THOMAS M	DIVIDENCE RD	725.41	01May2007
334	2	DUGAN ROBERT C	MAIN ST	400.72	24Apr2007
370	6	FAY THOMAS H	GROVE ST	514.18	24Apr2007
379	3	FINIGAN ROBERT F JR	WOBURN ST	663.85	04Apr2007
409	3	FULLER EDWARD F	COUNTY RD	272.78	04Apr2007
415	5	GALLO MATTEO TRUSTEE	MAIN ST	482.80	24Apr2007
446	6	GOMEZ RICHARD A	FRANKLIN ST	884.73	20Mar2007
464	2	GRESH GARY W	LAWRENCE RD	662.81	04Apr2007
604	6	KRAMER ERIK J	LINDSAY LN	399.52	04Apr2007
624	4	LATHAM JEAN	JOHNSON WOOD DR	155.70	11Apr2007
649	2	LINCOLN ELMER B	MINERAL ST	400.00	03Jan2007
690	2	MALLETT MARY F	MIDDLESEX AVE	126.74	01May2007
695	7	MANZELLI GEORGE A	SUMMER AVE	172.60	13Feb2007
699	7	MARCINKOWSKI WILLIAM L	SUMMER AVE	60.35	04Apr2007
715	4	MATTERA RICHARD A	MAIN ST	1,295.29	02Jul2007
715	5	MATTERA RICHARD A ETAL	MAIN ST	1,145.14	02Jul2007
756	5	MELLEN ANNIE E	HAVERHILL ST	505.73	01May2007
800	6	MURPHY WALTER J	BORDER RD	189.50	01May2007
801	1	MURRAY DAVID E TRUSTEE	PONDVIEW LN	36.21	01May2007
836	3	O'NEILL GERALD F	JOHNSON WOODS DR	118.29	24Apr2007
841	4	ODONNELL PAUL R	VAN NORDEN RD	197.95	01May2007
856	3	PALMER WYN T	PASTURE RD	555.22	24Apr2007
1,040	4	SORENSEN WALTER R	PENNSYLVANIA AVE	115.87	20Mar2007
1,060	2	STRAZZERE GUY F	RIVERSIDE DR	377.79	01May2007
1,116	7	UNKNOWN OWNER	OFF WALNUT ST	526.25	18Jan2007
1,122	2	VAN MAGNESS RAYMOND	GROVE ST	220.88	24Apr2007

2007 ABATEMENTS: 35

AMOUNT: 14,151.21

TOWN OF READING, MASSACHUSETTS

Annual Financial Statements

For the Year Ended June 30, 2007

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INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Reading, Massachusetts

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Reading, Massachusetts, as of and for the year ended June 30, 2007, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Reading's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Reading as of June 30, 2007, and the respective changes in financial position and cash flows, where applicable, thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis, appearing on the following pages, and the supplementary information, appearing in the back of this report, are not a required part of the basic financial statements but are supplementary information required by the *Governmental Accounting Standards Board*. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the

Additional Offices.

Greenfield, MA Ellsworth, ME Nashua, NH Manchester, NH

methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Readings basic financial statements. The combining financial statements as listed in the accompanying table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

In accordance with *Government Auditing Standards*, we have also issued a report dated January 2, 2008 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Melanson, Heath + Company P.C.

Andover, Massachusetts
January 2, 2008

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Reading we offer readers this narrative overview and analysis of the financial activities of the Town of Reading for the fiscal year ended June 30, 2007. Unless otherwise noted, **all amounts reported in this analysis are expressed in thousands.**

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The statement of net assets presents information on all assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, education, highways and streets, sanitation, economic development, and culture and recreation. The business-type activities include water supply and distribution, sewer disposal, landfill, electricity, and storm water activities.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be

divided into three categories: governmental funds, proprietary funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. Proprietary funds are maintained as follows:

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Specifically, enterprise funds are used to account for water, sewer, landfill, and electricity operations.

Proprietary funds provide the same type of information as the business-type activities reported in the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water, sewer, landfill, electricity, and storm water operations, all of which are considered to be major funds.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by the *Governmental Accounting Standards Board*.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current fiscal year, the total of assets exceeded liabilities by \$ 201,096 (i.e., net assets), a change of \$ 13,573 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$ 23,364, a change of \$ 1,949 in comparison with the prior year.
- At the end of the current fiscal year, unreserved fund balance for the general fund was \$ 5,788, a change of \$ 1,567 in comparison with the prior year.
- Total bonds payable at the close of the current fiscal year was \$ 65,587, a change of \$ 2,010 in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior fiscal years. All amounts are presented in thousands.

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Totals</u>	
	2007	2006	2007	2006	2007	2006
Current and other assets	\$ 55,227	\$ 57,547	\$ 57,346	\$ 83,521	\$ 112,573	\$ 141,068
Capital assets	<u>134,586</u>	<u>125,672</u>	<u>72,245</u>	<u>72,153</u>	<u>206,831</u>	<u>197,825</u>
Total assets	<u>189,813</u>	<u>183,219</u>	<u>129,591</u>	<u>155,674</u>	<u>319,404</u>	<u>338,893</u>
Long-term liabilities outstanding	59,210	61,957	20,024	39,552	79,234	101,509
Other liabilities	<u>31,380</u>	<u>36,000</u>	<u>7,694</u>	<u>13,861</u>	<u>39,074</u>	<u>49,861</u>
Total liabilities	<u>90,590</u>	<u>97,957</u>	<u>27,718</u>	<u>53,413</u>	<u>118,308</u>	<u>151,370</u>
Net assets:						
Invested in capital assets, net	80,484	67,563	64,248	61,528	144,732	129,091
Restricted	13,364	13,359	2,365	3,182	15,729	16,541
Unrestricted	<u>5,375</u>	<u>4,340</u>	<u>35,260</u>	<u>37,551</u>	<u>40,635</u>	<u>41,891</u>
Total net assets	<u>\$ 99,223</u>	<u>\$ 85,262</u>	<u>\$ 101,873</u>	<u>\$ 102,261</u>	<u>\$ 201,096</u>	<u>\$ 187,523</u>

CHANGES IN NET ASSETS

	<u>Activities</u>		<u>Activities</u>		<u>Totals</u>	
	<u>2007</u>	<u>2006</u>	<u>2007</u>	<u>2006</u>	<u>2007</u>	<u>2006</u>
Revenues:						
Program revenues:						
Charges for services	\$ 4,815	\$ 5,502	\$ 74,817	\$ 83,219	\$ 79,632	\$ 88,721
Operating grants and contributions	18,012	15,815	1,041	2,720	19,053	18,535
Capital grants and contributions	921	1,542	-	-	921	1,542
General revenues:						
Property Taxes	45,651	43,058	-	-	45,651	43,058
Excises	2,766	2,787	-	-	2,766	2,787
Penalties, interest and other taxes	541	560	-	-	541	560
Grants and contributions not restricted to specific programs	13,398	24,903	-	-	13,398	24,903
Investment income	2,829	2,154	911	852	3,740	3,006
Other	272	585	-	-	272	585
Total revenues	<u>89,205</u>	<u>96,906</u>	<u>76,769</u>	<u>86,791</u>	<u>165,974</u>	<u>183,697</u>
Expenses:						
General government	3,701	3,550	-	-	3,701	3,550
Public safety	9,520	9,313	-	-	9,520	9,313
Education	52,025	49,382	-	-	52,025	49,382
Public works	6,046	7,069	-	-	6,046	7,069
Human services	891	840	-	-	891	840
Culture and recreation	1,868	1,859	-	-	1,868	1,859
Interest on long-term debt	2,750	2,960	-	-	2,750	2,960
Intergovernmental	550	524	-	-	550	524
Electric	-	-	63,979	69,954	63,979	69,954
Water	-	-	4,904	3,847	4,904	3,847
Sewer	-	-	4,343	4,002	4,343	4,002
Total expenses	<u>77,351</u>	<u>75,497</u>	<u>73,226</u>	<u>77,803</u>	<u>150,577</u>	<u>153,300</u>
Excess of revenues over expenses	11,854	21,409	3,543	8,988	15,397	30,397
Permanent fund contributions	96	-	-	-	96	-
Special item - asset impairment	-	-	(1,920)	-	(1,920)	-
Transfer in (out)	<u>2,011</u>	<u>4,362</u>	<u>(2,011)</u>	<u>(4,362)</u>	<u>-</u>	<u>-</u>
Change in net assets	13,961	25,771	(388)	4,626	13,573	30,397
Net assets - beginning of year	<u>85,262</u>	<u>59,491</u>	<u>102,261</u>	<u>97,635</u>	<u>187,523</u>	<u>157,126</u>
Net assets - end of year	<u>\$ 99,223</u>	<u>\$ 85,262</u>	<u>\$ 101,873</u>	<u>\$ 102,261</u>	<u>\$ 201,096</u>	<u>\$ 187,523</u>

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net assets were \$ 201,096, a change of \$ 13,573 from the prior year.

The largest portion of net assets \$ 144,732 reflects our investment in capital assets (e.g., land, buildings, machinery and equipment); less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net assets \$ 15,729 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$ 40,635 may be used to meet the government's ongoing obligations to citizens and creditors.

Governmental activities. Governmental activities for the year resulted in a change in net assets of \$ 13,961. Key elements of this change are as follows:

General fund expenditures exceeding revenues	\$ (1,284)
Special revenue fund revenues exceeding expenditures	795
MSBA grants and other current year revenue used for the acquisition of capital assets	12,797
PILOT from RMLD	2,011
Other	(358)
Total	<u>\$ 13,961</u>

Business-type activities. Business-type activities for the year resulted in a change in net assets of \$ (388). Key elements of this change are as follows:

The electric operations had revenues of \$ 67,902 and expenses of \$ 65,991, resulting in a change in net assets of \$ 1,911.

The water operations had revenues of \$ 4,423 and expenses of \$ 6,825 (a), resulting in a change in net assets of \$ (2,402).

The sewer operations had revenues of \$ 4,032 and expenses of \$ 4,244, resulting in a change in net assets of \$ (211).

The landfill operations did not report any revenues or expenditures.

The storm water management operations had revenues of \$ 413 and expenses of \$ 99, resulting in a change in net assets of \$ 314.

(a) Includes a special, one-time asset impairment charge of \$ (1,920) relating to the abandonment of the water filtration design costs.

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$ 23,364, a change of \$ 1,949 in comparison with the prior year. Key elements of this change are as follows:

General fund expenditures exceeding revenues	\$ (1,284)
Memorial School building project expenditures exceeding revenues	(5,100)
Special revenue fund revenues exceeding expenditures	795
Non-major capital project fund revenues and bond proceeds exceeding expenditures	5,431
Permanent fund revenues	96
Pilot from RMLD	<u>2,011</u>
Total	\$ <u><u>1,949</u></u>

The general fund is the chief operating fund. At the end of the current fiscal year, unreserved fund balance of the general fund was \$ 5,788, while total fund balance was \$ 8,382. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unreserved fund balance represents 9.1 percent of total general fund expenditures, while total fund balance represents 11.5 percent of that same amount.

The fund balance of the general fund changed by \$ 1,768 during the current fiscal year. Key factors in this change are as follows:

Use of free cash as a funding source	\$ (1,823)
Revenues in excess of budget	2,833
Expenditures less than budget	317
Other	441
Total	\$ <u><u>1,768</u></u>

The following table reflects the trend in all the components of the general fund's fund balance:

**General Fund Balances
Last Five Fiscal Years**

<u>As of 30-Jun</u>	<u>Reserved for Encumbrances</u>	<u>Subsequent Year's Expenditures</u>	<u>Stabilization Fund</u>	<u>Unreserved</u>	<u>Total Fund Balance</u>
2003	\$ 348	\$ 352	\$ -	\$ 2,340	\$ 3,040
2004	641	555	704	3,721	5,621
2005	679	706	820	3,513	5,718
2006	881	662	851	4,221	6,615
2007	1,435	264	896	5,788	8,383

Proprietary funds. Proprietary funds provide the same type of information found in the business-type activities reported in the government-wide financial statements, but in more detail.

Net assets of the enterprise funds at the end of the year amounted to \$ 101,873, a change of \$ (388) in comparison with the prior year. Factors concerning the finances of proprietary funds have already been addressed in the entity-wide discussion of business-type activities.

E. GENERAL FUND BUDGETARY HIGHLIGHTS

Differences between the original budget and the final amended budget resulted in an overall change in appropriations of \$ 1,394. Major reasons for these amendments include:

- \$ 425 to fund Capital Improvement Program for Equipment and building improvements;
- \$ 360 in additional employee benefits, mostly Health Insurance due to increased enrollment;
- \$ 150 in additional Snow and Ice Removal costs;
- \$ 136 in Facilities Maintenance costs due to flood damage;
- \$ 80 in the Highway Department for vehicle and road maintenance;
- \$ 243 in various other line items.

These increases were funded through free cash and transfers in from other funds.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for governmental and business-type activities at year end amounted to \$ 206,831 (net of accumulated depreciation), a change of \$ 9,006 from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital asset events during the current fiscal year included the following:

Governmental additions:

- \$ 8,805 in Memorial High School additions
- \$ 930 in roadway improvements
- \$ 803 in conservation land
- \$ 203 in school land

Business-type additions:

- \$ 5,044 in electric improvements
- \$ 1,016 in water improvements
- \$ (1,920) in water plant design write down
- \$ 388 in sewer improvements

Additional information on capital assets can be found in the footnotes to the financial statements.

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was \$ 65,587, all of which was backed by the full faith and credit of the government.

Additional information on capital assets and long-term debt can be found in the footnotes to the financial statements.

G. ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The adopted FY08 General Fund budget of \$ 71,525 is a 4.9% increase over the prior year. The FY08 budget is balanced. The estimated revenues included an increase in State Aid of \$ 992. This general fund budget includes an allocation from the unreserved fund balance of \$ 1,259. We voted to use unreserved fund balance in the November subsequent town meeting for purchases that are within our Capital Improvement Program, and to transfer \$ 500,000 to our stabilization fund. The tax levy for FY08 of \$ 47,440 represents a 3.8% increase over the prior year, and the FY08 tax rate is \$ 12.60 per thousand compared to \$ 12.07 in the prior year. Overall, property values declined less than 1/2 of 1% to \$ 3,765,000.

At a special Town Meeting in June 2006, a 2/3 majority of members voted to pursue an application to join the MWRA as a full-time member. This application was approved by the MWRA in October 2007.

For many years, the Town had drawn 100% of its water supply from the Ipswich River basin, and processed the water for distribution at the Louanis Water Treatment Plant. The Ipswich River is acknowledged to be one of the most endangered water sources in the Commonwealth. Six years ago, the Town applied to the MWRA to purchase a portion of water during the summer months, at a time when the river basin is under the most stress. After a lengthy five-year review process involving many state agencies, part-time 'supplemental' water purchase from the MWRA was finally approved, and implemented in April 2006.

Town Meeting, upon reviewing extensive financial and environmental evidence, decided in June of 2006 to request that the MWRA membership become full-time, as the next best alternative was to build a new \$ 25 million treatment plant. In addition, the Town had special legislation filed to speed up the potentially lengthy review process. Meanwhile, the Louanis Treatment plant was closed in the fall of 2006, and the Town received 100% MWRA water under a special administrative consent order negotiated with MA DEP until final approval is granted.

The water reserve fund had been increased for several years as it was recognized that future rate increases were expected under either scenario. Full-time MWRA membership is expected to be a cheaper solution for the first 20 years, and the reserves will be utilized to buffer the first few years of rate increases. The two significant new items associated with this decision are the annual purchase of MWRA water (budgeted at \$ 1.6 million in FY08), and debt associated with a buy-in to the MWRA system. An initial \$ 3 million was borrowed for the summer supplemental water purchase rights in FY06, and an additional \$ 8 million was borrowed in the fall of FY07.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Reading's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Town Accountant
Town Hall
16 Lowell Street
Reading, MA 01867

TOWN OF READING, MASSACHUSETTS

STATEMENT OF NET ASSETS

JUNE 30, 2007

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>
ASSETS			
Current:			
Cash and short-term investments	\$ 15,667,640	\$ 41,150,472	\$ 56,818,112
Investments	14,790,627	4,400,000	19,190,627
Receivables, net of allowance for uncollectibles:			
Property taxes	23,367,415	-	23,367,415
Excises	195,272	-	195,272
User fees	-	9,214,181	9,214,181
Departmental and other	256,221	-	256,221
Intergovernmental	464,402	-	464,402
Inventory	-	1,878,991	1,878,991
Prepaid assets	-	534,431	534,431
Unamortized discount on bonds	129,721	-	129,721
Other assets	1,982	297	2,279
Noncurrent:			
Receivables, net of allowance for uncollectibles:			
Property taxes	353,995	-	353,995
Investments in joint ventures	-	141,810	141,810
Deferred charges	-	25,389	25,389
Capital assets being depreciated, net	74,622,242	70,795,544	145,417,786
Capital assets not being depreciated	59,963,671	1,449,426	61,413,097
TOTAL ASSETS	189,813,188	129,590,541	319,403,729
LIABILITIES			
Current:			
Warrants payable	2,890,255	6,178,948	9,069,203
Accrued liabilities	3,196,828	75,838	3,272,666
Customer advances for construction	-	595,423	595,423
Customer deposits	-	480,657	480,657
Retainage payable	1,666,586	-	1,666,586
Unearned revenue	22,976,059	-	22,976,059
Other current liabilities	650,136	363,298	1,013,434
Current portion of long-term liabilities:			
Bonds and loans payable	4,034,000	1,390,842	5,424,842
Accrued employee benefits	58,341	109,852	168,193
Unamortized premiums on notes and bonds	24,762	777	25,539
Calpine contract termination	-	9,108,765	9,108,765
Noncurrent:			
Bonds and notes payable, net of current portion	53,185,000	6,977,478	60,162,478
Accrued employee benefits, net of current portion	1,608,554	2,429,895	4,038,449
Unamortized premiums on notes and bonds	299,467	6,212	305,679
TOTAL LIABILITIES	90,589,988	27,717,985	118,307,973
NET ASSETS			
Invested in capital assets, net of related debt	80,483,585	64,248,330	144,731,915
Restricted for:			
Grants and other statutory restrictions	5,335,276	2,364,103	7,699,379
Permanent funds:			
Expendable	5,748,005	-	5,748,005
Nonexpendable	2,281,092	-	2,281,092
Unrestricted	5,375,242	35,260,123	40,635,365
TOTAL NET ASSETS	\$ 99,223,200	\$ 101,872,556	\$ 201,095,756

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2007

	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expenses) Revenues and Changes in Net Assets</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Business-Type Activities</u> <u>Total</u>
Governmental Activities:						
General government	\$ 3,701,715	\$ 491,415	\$ 1,076,573	\$ -	\$ (2,133,727)	\$ (2,133,727)
Public safety	9,520,101	1,761,488	630,348	7,800	(7,120,465)	(7,120,465)
Education	52,024,975	1,942,131	16,052,863	-	(34,029,981)	(34,029,981)
Public works	6,046,291	96,150	1,750	913,230	(5,035,161)	(5,035,161)
Health and human services	890,130	34,752	96,209	-	(759,169)	(759,169)
Culture and recreation	1,867,993	489,095	153,738	-	(1,225,160)	(1,225,160)
Debt service interest	2,750,067	-	-	-	(2,750,067)	(2,750,067)
Intergovernmental	550,222	-	-	-	(550,222)	(550,222)
Total Governmental Activities	77,351,494	4,815,031	18,011,481	921,030	(53,603,952)	(53,603,952)
Business-Type Activities:						
Electric services	63,979,391	66,224,643	975,935	-	-	3,221,187
Water services	4,904,499	4,243,374	28,564	-	-	(632,561)
Other Services	4,342,646	4,348,773	36,996	-	-	43,123
Total Business-Type Activities	73,226,536	74,816,790	1,041,495	-	-	2,631,749
Total	\$ 150,578,030	\$ 79,631,821	\$ 19,052,976	\$ 921,030	(53,603,952)	(50,972,203)
General Revenues, Contributions, Special Items and Transfers:						
General Revenues					45,651,369	45,651,369
Property taxes					2,765,811	2,765,811
Excises					540,603	540,603
Penalties, interest and other taxes					-	-
Grants and contributions not restricted to specific programs					13,398,297	13,398,297
Investment income					911,186	911,186
Other					-	-
Permanent fund contributions					2,829,478	2,829,478
Special item - capital asset impairment					271,823	271,823
Transfers, net					96,308	96,308
					(1,920,039)	(1,920,039)
					(2,010,991)	(2,010,991)
Total general revenues, special items, and transfers					67,564,680	64,544,836
Change in Net Assets					13,960,728	13,572,633
Net Assets:						
Beginning of year					85,262,472	102,260,651
End of year					\$ 99,223,200	\$ 101,872,556
						\$ 201,095,756

See notes to financial statements

TOWN OF READING, MASSACHUSETTS

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2007

ASSETS

	General	Memorial High School Capital Project Fund	Nonmajor Governmental Funds	Total Governmental Funds
Cash and short-term investments	\$ 4,758,400	\$ 3,998,366	\$ 6,910,874	\$ 15,667,640
Investments	8,345,475	-	6,445,152	14,790,627
Receivables:				
Property taxes:				
Current	819,545	-	-	819,545
Subsequent year's levy	22,976,059	-	-	22,976,059
Excises	246,879	-	-	246,879
Departmental and other	255,333	-	888	256,221
Intergovernmental	-	-	464,402	464,402
Other	1,982	-	-	1,982
TOTAL ASSETS	\$ 37,403,673	\$ 3,998,366	\$ 13,821,316	\$ 55,223,355

LIABILITIES AND FUND BALANCES

Liabilities:				
Warrants payable	\$ 1,916,062	\$ 799,949	\$ 174,244	\$ 2,890,255
Accrued liabilities	2,154,857	-	196,970	2,351,827
Deferred revenue	24,299,797	-	888	24,300,685
Retainage payable	-	1,666,586	-	1,666,586
Other liabilities	650,136	-	-	650,136
TOTAL LIABILITIES	29,020,852	2,466,535	372,102	31,859,489
Fund Balances:				
Reserved for:				
Encumbrances	1,435,365	-	-	1,435,365
Expenditures	263,497	-	-	263,497
Stabilization	895,865	-	-	895,865
Perpetual (nonexpendable) permanent funds	-	-	2,281,092	2,281,092
Unreserved:				
Undesignated, reported in:				
General fund	5,788,094	-	-	5,788,094
Special revenue funds	-	-	5,335,276	5,335,276
Capital project funds	-	1,531,831	84,841	1,616,672
Permanent funds	-	-	5,748,005	5,748,005
TOTAL FUND BALANCES	8,382,821	1,531,831	13,449,214	23,363,866
TOTAL LIABILITIES AND FUND BALANCES	\$ 37,403,673	\$ 3,998,366	\$ 13,821,316	\$ 55,223,355

See notes to financial statements

TOWN OF READING, MASSACHUSETTS

RECONCILIATION OF TOTAL GOVERNMENTAL FUND
BALANCES TO NET ASSETS OF GOVERNMENTAL
ACTIVITIES IN THE STATEMENT OF NET ASSETS

JUNE 30, 2007

Total governmental fund balances	\$ 23,363,866
• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	134,585,913
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	1,328,546
• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	(845,001)
• Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.	<u>(59,210,124)</u>
Net assets of governmental activities	\$ <u><u>99,223,200</u></u>

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2007

	General	Memorial High School Capital Project Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:				
Property taxes	\$ 45,187,228	\$ -	\$ -	\$ 45,187,228
Excise taxes	2,756,671	-	-	2,756,671
Penalties, interest and other taxes	540,603	-	-	540,603
Departmental	1,766,469	-	2,951,585	4,718,054
Licenses and permits	71,141	-	-	71,141
Fines and forfeitures	144,009	-	-	144,009
Intergovernmental	19,289,524	3,705,000	8,585,507	31,580,031
Investment income	2,084,429	-	679,520	2,763,949
Contributions	-	-	845,335	845,335
Other	82,640	-	189,184	271,824
Total Revenues	<u>71,922,714</u>	<u>3,705,000</u>	<u>13,251,131</u>	<u>88,878,845</u>
Expenditures:				
Current				
General government	3,214,177	-	837,749	4,051,926
Public safety	7,269,911	-	810,114	8,080,025
Education	39,444,531	-	5,133,566	44,578,097
Public works	4,719,622	-	29,486	4,749,108
Health and human services	462,560	-	278,734	741,294
Culture and recreation	1,202,670	-	515,355	1,718,025
Employee benefits	9,689,253	-	-	9,689,253
Debt service	6,654,129	-	-	6,654,129
Capital outlay	-	8,805,291	632,541	9,437,832
Intergovernmental	550,222	-	-	550,222
Total Expenditures	<u>73,207,075</u>	<u>8,805,291</u>	<u>8,237,545</u>	<u>90,249,911</u>
Excess (Deficiency) of revenues over expenditures	(1,284,361)	(5,100,291)	5,013,586	(1,371,066)
Other Financing Sources (Uses):				
Issuance of bonds	-	-	1,309,000	1,309,000
Transfers in	3,052,476	-	-	3,052,476
Transfers out	-	-	(1,041,485)	(1,041,485)
Total Other Financing Sources (Uses)	<u>3,052,476</u>	<u>-</u>	<u>267,515</u>	<u>3,319,991</u>
Changes in fund balances	1,768,115	(5,100,291)	5,281,101	1,948,925
Fund Balances, at Beginning of Year	6,614,706	6,632,122	8,168,113	21,414,941
Fund Balances, at End of Year	<u>\$ 8,382,821</u>	<u>\$ 1,531,831</u>	<u>\$ 13,449,214</u>	<u>\$ 23,363,866</u>

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

RECONCILIATION OF THE STATEMENT OF REVENUES
EXPENDITURES, AND CHANGES IN FUND BALANCES OF
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2007

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$ 1,948,925

- Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

Capital outlay purchases	12,790,794
Depreciation	(3,877,110)

- Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue. 356,858

- The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets:

Issuance of debt	(1,309,000)
Repayments of debt	3,910,000

- In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due. 12,664
- Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds. 127,597

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES \$ 13,960,728

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES, AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2007

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
	Budget	Budget		Positive
				(Negative)
Revenues and Transfers:				
Taxes	\$ 45,128,863	\$ 45,128,863	\$ 45,580,881	\$ 452,018
Excise taxes	2,800,000	2,800,000	2,756,670	(43,330)
Penalties, interest and other taxes	400,000	400,000	430,135	30,135
Departmental	1,403,000	1,403,000	1,707,705	304,705
Licenses and permits	120,000	120,000	117,782	(2,218)
Fines and forfeitures	100,000	100,000	90,819	(9,181)
Intergovernmental	13,354,705	13,354,705	14,062,361	707,656
Investment income	750,000	750,000	2,058,008	1,308,008
Other	-	-	73,284	73,284
Transfers in	2,684,975	3,040,476	3,052,476	12,000
Total Revenues and Transfers	66,741,543	67,097,044	69,930,121	2,833,077
Expenditures:				
General government	2,186,723	3,382,040	3,335,471	46,569
Public safety	7,254,647	7,387,922	7,319,404	68,518
Education	34,634,052	34,098,701	34,051,817	46,884
Public works	5,063,663	5,326,873	5,226,756	100,117
Health and human services	439,978	460,808	462,757	(1,949)
Culture and leisure	1,058,670	1,243,571	1,236,218	7,353
Intergovernmental	555,698	555,698	550,222	5,476
Employee benefits	9,670,099	9,731,976	9,689,253	42,723
Debt service	6,662,158	6,732,554	6,731,679	875
Total Expenditures	67,525,688	68,920,143	68,603,577	316,566
Excess (deficiency) of revenues and other sources over expenditures	(784,145)	(1,823,099)	1,326,544	3,149,643
Other Financing Sources and (Uses):				
Use of free cash	784,145	1,823,099	-	(1,823,099)
Excess of revenues and other sources over expenditures and other uses	\$ -	\$ -	\$ 1,326,544	\$ 1,326,544

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

PROPRIETARY FUNDS

STATEMENT OF NET ASSETS

JUNE 30, 2007

	Business-Type Activities Enterprise Funds			
	Electric Fund	Water Fund	Other Funds	Total
<u>ASSETS</u>				
Current				
Cash and short-term investments	\$ 14,378,468	\$ 3,424,835	\$ 2,091,071	\$ 19,894,374
User fees, net of allowance for uncollectibles	6,663,670	1,256,299	1,294,212	9,214,181
Inventory	1,581,828	295,725	1,438	1,878,991
Prepaid assets	534,431	-	-	534,431
Deferred charges	-	297	-	297
Total current assets	23,158,397	4,977,156	3,386,721	31,522,274
Noncurrent				
Restricted cash and cash equivalents	21,256,098	-	-	21,256,098
Restricted investments	4,400,000	-	-	4,400,000
Investments in joint ventures	141,810	-	-	141,810
Deferred Charges	23,019	2,370	-	25,389
Capital assets being depreciated, net	56,185,161	8,935,252	5,675,131	70,795,544
Capital assets not being depreciated	1,265,842	107,252	76,332	1,449,426
Total noncurrent assets	83,271,930	9,044,874	5,751,463	98,068,267
TOTAL ASSETS	106,430,327	14,022,030	9,138,184	129,590,541
<u>LIABILITIES</u>				
Current				
Warrants payable	5,866,398	281,043	31,507	6,178,948
Accrued liabilities	-	75,838	-	75,838
Customer advances for construction	595,423	-	-	595,423
Customer deposits	480,657	-	-	480,657
Other current liabilities	272,156	-	91,142	363,298
Current portion of long-term liabilities				
Bonds and loans payable	550,000	756,000	84,842	1,390,842
Accrued employee benefits	109,852	-	-	109,852
Unamortized premium on bonds	-	777	-	777
Calpine contract termination	9,108,765	-	-	9,108,765
Total current liabilities	16,983,251	1,113,658	207,491	18,304,400
Noncurrent				
Bonds and notes payable, net of current portion	1,100,000	5,695,000	182,478	6,977,478
Accrued employee benefits, net of current portion	2,357,312	54,092	18,491	2,429,895
Unamortized premium on bonds	-	6,212	-	6,212
Total noncurrent liabilities	3,457,312	5,755,304	200,969	9,413,585
TOTAL LIABILITIES	20,440,563	6,868,962	408,460	27,717,985
<u>NET ASSETS</u>				
Invested in capital assets, net of related debt	55,801,003	2,963,184	5,484,143	64,248,330
Restricted	2,364,103	-	-	2,364,103
Unrestricted	27,824,658	4,189,884	3,245,581	35,260,123
TOTAL NET ASSETS	\$ 85,989,764	\$ 7,153,068	\$ 8,729,724	\$ 101,872,556

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FOR THE YEAR ENDED JUNE 30, 2007

	Business-Type Activities Enterprise Funds			
	Electric Fund	Water Fund	Other Funds	Total
Operating Revenues:				
Charges for services	\$ 66,224,643	\$ 4,243,374	\$ 4,348,773	\$ 74,816,790
Other	-	28,564	36,996	65,560
Total Operating Revenues	66,224,643	4,271,938	4,385,769	74,882,350
Operating Expenses:				
Energy purchases	49,725,228	62,601	23,467	49,811,296
Intergovernmental	1,108,159	1,138,225	3,171,403	5,417,787
Depreciation	2,907,259	1,175,383	297,305	4,379,947
Other	10,078,287	2,201,740	850,471	13,130,498
Total Operating Expenses	63,818,933	4,577,949	4,342,646	72,739,528
Operating Income (Loss)	2,405,710	(306,011)	43,123	2,142,822
Nonoperating Revenues (Expenses):				
Investment income	700,829	150,582	59,775	911,186
Interest expense	(104,677)	(326,550)	-	(431,227)
Loss on disposal of capital assets	(55,781)	-	-	(55,781)
Other	975,935	-	-	975,935
Total Nonoperating Revenues (Expenses), Net	1,516,306	(175,968)	59,775	1,400,113
Income (Loss) Before Transfers and Capital Impairment	3,922,016	(481,979)	102,898	3,542,935
Transfers out	(2,010,991)	-	-	(2,010,991)
Capital asset impairment	-	(1,920,039)	-	(1,920,039)
Change in Net Assets	1,911,025	(2,402,018)	102,898	(388,095)
Net Assets at Beginning of Year	84,078,739	9,555,086	8,626,826	102,260,651
Net Assets at End of Year	\$ 85,989,764	\$ 7,153,068	\$ 8,729,724	\$ 101,872,556

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

PROPRIETARY FUNDS

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2007

	Business-Type Activities Enterprise Funds			
	Electric Fund	Water Fund	Other Funds	Total
<u>Cash Flows From Operating Activities:</u>				
Receipts from customers and users	\$ 67,193,484	\$ 3,992,707	\$ 4,267,521	\$ 75,453,712
Payments to vendors and employees	(61,700,902)	(2,074,058)	(875,945)	(64,650,905)
Customer refund, purchase power, and fuel charge adjustments	(2,044,750)	-	-	(2,044,750)
Payments to other governments	-	(1,138,225)	(3,171,403)	(4,309,628)
Net Cash Provided By Operating Activities	3,447,832	780,424	220,173	4,448,429
<u>Cash Flows From Noncapital Financing Activities:</u>				
Transfers out	(2,010,991)	-	-	(2,010,991)
MWEC refund	615,727	-	-	615,727
Other	169,123	-	-	169,123
Net Cash (Used for) Noncapital Financing Activities	(1,226,141)	-	-	(1,226,141)
<u>Cash Flows From Capital and Related Financing Activities:</u>				
Proceeds from issuance of bonds and notes	-	5,651,000	-	5,651,000
Acquisition of capital assets, net	(5,044,077)	(1,015,901)	(387,476)	(6,447,454)
Capital contributions and customer advances	191,085	-	-	191,085
Principal payments on bonds and notes	(855,000)	(6,177,000)	(84,842)	(7,116,842)
Interest expense	(104,677)	(326,550)	-	(431,227)
Net Cash (Used For) Capital and Related Financing Activities	(5,812,669)	(1,868,451)	(472,318)	(8,153,438)
<u>Cash Flows From Investing Activities:</u>				
Increase in restricted cash and investments	1,597,758	-	-	1,597,758
Interest income	700,829	150,582	59,775	911,186
Net Cash Provided By Investing Activities	2,298,587	150,582	59,775	2,508,944
Net Change in Cash and Short-Term Investments	(1,292,391)	(937,445)	(192,370)	(2,422,206)
Cash and Short-Term Investments, Beginning of Year	15,670,859	4,362,280	2,283,441	22,316,580
Cash and Short-Term Investments, End of Year	\$ 14,378,468	\$ 3,424,835	\$ 2,091,071	\$ 19,894,374
<u>Reconciliation of Operating Income to Net Cash Provided by Operating Activities:</u>				
Operating income (loss)	\$ 2,405,710	\$ (306,011)	\$ 43,123	\$ 2,142,822
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation	2,907,259	1,175,383	297,305	4,379,947
Changes in assets and liabilities:				
User fees receivables	(1,052,073)	(279,231)	(118,248)	(1,449,552)
Restricted cash - Calpine liability	(24,316,095)	-	-	(24,316,095)
Inventory and prepayments	(766,006)	44,260	324	(721,422)
Other assets	-	9,740	-	9,740
Warrants and accounts payable	(295,782)	178,334	(21,817)	(139,265)
Accrued liabilities	165,442	(7,453)	-	157,989
Other liabilities	83,282	(34,598)	19,486	68,170
Calpine liability	24,316,095	-	-	24,316,095
Net Cash Provided By Operating Activities	\$ 3,447,832	\$ 780,424	\$ 220,173	\$ 4,448,429

See notes to financial statements

TOWN OF READING, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2007

	Employee Pension <u>Trust Fund</u>	Municipal Light Pension <u>Trust Fund</u>	Agency <u>Funds</u>
<u>ASSETS</u>			
Cash and short-term investments	\$ 194,470	\$ 1,753,722	\$ 312,295
Investments	96,759,349	5,953,072	-
Accounts receivable	57,573	-	-
Other assets	<u>-</u>	<u>-</u>	<u>1,808</u>
Total Assets	97,011,392	7,706,794	314,103
<u>LIABILITIES AND NET ASSETS</u>			
Other liabilities	<u>236,575</u>	<u>-</u>	<u>314,103</u>
Total Liabilities	<u>236,575</u>	<u>-</u>	<u>314,103</u>
<u>NET ASSETS</u>			
Total net assets held in trust for pension benefits and other purposes	\$ <u><u>96,774,817</u></u>	\$ <u><u>7,706,794</u></u>	\$ <u><u>-</u></u>

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FOR THE YEAR ENDED JUNE 30, 2007

	Employee Pension <u>Trust Fund</u>	Municipal Light Pension <u>Trust Fund</u>
Additions:		
Contributions:		
Employers	\$ 3,696,695	\$ 353,804
Intergovernmental	329,812	-
Plan members	<u>1,902,064</u>	<u>-</u>
Total contributions	5,928,571	353,804
Investment Gain:		
Increase in fair value of investments	3,275,911	-
Interest, dividends, and other	13,296,196	333,146
Less: management fees	<u>(489,180)</u>	<u>-</u>
Net investment gain	<u>16,082,927</u>	<u>333,146</u>
Total additions	22,011,498	686,950
Deductions:		
Benefit payments to plan members and beneficiaries	6,635,824	-
Refunds and transfers to other systems	590,351	-
Administrative expenses	42,639	-
Contribution to employee's pension plan	<u>-</u>	<u>1,029,537</u>
Total deductions	<u>7,268,814</u>	<u>1,029,537</u>
Net increase	14,742,684	(342,587)
Net assets:		
Beginning of year	<u>82,032,133</u>	<u>8,049,381</u>
End of year	<u>\$ 96,774,817</u>	<u>\$ 7,706,794</u>

See notes to financial statements.

TOWN OF READING, MASSACHUSETTS

Notes to Financial Statements

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Reading (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The government is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. The Reading Contributory Retirement System which was established to provide retirement benefits primarily to employees and their beneficiaries. The System is presented using the accrual basis of accounting and is reported as a pension trust fund in the fiduciary fund financial statements.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes and excises.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers property tax revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The government reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

- The Memorial High School Capital Project fund accounts for the construction costs related to the new high school.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise fund are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989 generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

The government reports the following major proprietary funds:

- Water Enterprise Fund
- Electric Enterprise Fund

The government reports the following fiduciary funds:

The *pension trust fund* accounts for the activities of the Employees Contributory Retirement System, which accumulates resources for pension benefit payments to qualified employees.

The *municipal light pension trust fund* accounts for the activities of the Municipal Light Employees Contributory Retirement System, which accumulates resources for pension benefit payments to qualified employees.

The *agency fund* is used to account for student activity funds and employee details.

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue, proprietary, and fiduciary

funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

For purpose of the statement of cash flows, the proprietary funds consider investments with original maturities of three months or less to be short-term investments.

E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Investments for the Contributory Retirement System and Trust Funds consist of marketable securities, bonds and short-term money market investments. Investments are carried at market value.

F. Property Tax Limitations

Legislation known as "Proposition 2 1/2" limits the amount of revenue that can be derived from property taxes. The prior fiscal year's tax levy limit is used as a base and cannot increase by more than 2.5 percent (excluding new growth), unless an override or debt exemption is voted. The actual fiscal year 2007 tax levy reflected an excess capacity of \$ 32,761.

G. Inventories

Inventories are valued at cost using the first-in/first-out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures when purchased rather than when consumed. No significant inventory balances were on hand in governmental funds.

H. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets are reported in the applicable governmental or business-

type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$ 5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant and equipment is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Land improvements	20
Buildings and improvements	20-40
Machinery, equipment, and furnishings	3-20
Infrastructure	50

I. Compensated Absences

It is the government's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. All vested sick and vacation pay is accrued when incurred in the government-wide, proprietary and fiduciary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

J. Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets.

K. Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

L. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

2. **Stewardship, Compliance and Accountability**

A. Budgetary Information

At the annual town meeting, the Finance Committee presents an operating and capital budget for the proposed expenditures of the fiscal year commencing the following July 1. The budget, as enacted by town meeting, establishes the legal level of control and specifies that certain appropriations are to be funded by particular revenues. The original budget is amended during the fiscal year at special town meetings as required by changing conditions. In cases of extraordinary or unforeseen expenses, the Finance Committee is empowered to transfer funds from the Reserve Fund (a contingency appropriation) to a departmental appropriation. "Extraordinary" includes expenses which are not in the usual line, or are great or exceptional. "Unforeseen" includes expenses which are not foreseen as of the time of the annual meeting when appropriations are voted.

Departments are limited to the line items as voted. Certain items may exceed the line item budget as approved if it is for an emergency and for the safety of the general public. These items are limited by the Massachusetts General Laws and must be raised in the next year's tax rate.

Formal budgetary integration is employed as a management control device during the year for the General Fund and Proprietary Funds. Effective budgetary control is achieved for all other funds through provisions of the Massachusetts General Laws.

At year end, appropriation balances lapse, except for certain unexpended capital items and encumbrances which will be honored during the subsequent year.

B. Budgetary Basis

The General Fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

C. Budget/GAAP Reconciliation

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison with budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

<u>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP basis)	\$ 71,922,714	\$ 73,207,075
Other financing sources/uses (GAAP basis)	<u>3,052,476</u>	<u>-</u>
Subtotal (GAAP basis)	74,975,190	73,207,075
Reverse beginning of year appropriation carryforwards from expenditures	-	(888,356)
Add end of year appropriation carryforwards to expenditures	-	1,435,365
Other	258,773	153,335
To reverse the effects of non-budgeted state contributions for teacher retirements	<u>(5,303,842)</u>	<u>(5,303,842)</u>
Budgetary basis	\$ <u><u>69,930,121</u></u>	\$ <u><u>68,603,577</u></u>

D. Excess of Expenditures Over Appropriations

Expenditures exceeding appropriations during the current fiscal year were as follows:

Health department	\$ (3,387)
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E. Deficit Fund Equity

The following funds had deficits as of June 30, 2007:

The Town reflects several special revenue and capital project fund deficits, primarily caused by grant expenses occurring in advance of grant reimbursements and the use of bond anticipation notes to finance construction activities.

The deficits in these funds will be eliminated through future intergovernmental revenues, transfers from other funds, and issuance of debt.

3. Cash and Short-Term Investments

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town's and Contributory Retirement System's (the System) deposits may not be returned. Massachusetts General Law Chapter 44, Section 55, limits the Town's deposits "in a bank or trust company or banking company to an amount not exceeding sixty percent of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess." The Town and System do not have deposit policies for custodial credit risk.

As of June 30, 2007, \$ 399,583 and \$ 0 of the Town's and System's bank balances of \$ 59,172,764 and \$ 194,612, respectively, was exposed to custodial credit risk as uninsured, uncollateralized, and collateral held by pledging bank's trust department not in the Town's and System's name.

4. Investments

A. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. For short-term investments that were purchased using surplus revenues, Massachusetts General Law, Chapter 44, Section 55, limits the Town's investments to the top rating issued by at least one nationally recognized statistical rating organization (NRSROs).

Presented below is the actual rating as of year end for each investment of the Town (in thousands):

Investment Type	Fair Value	Exempt From Disclosure	Rating as of Year End			
			AAA	Aa	A	BAA
Corporate bonds	\$ 771	\$ -	\$ 308	\$ 262	\$ 101	\$ 100
Corporate equities	482	482	-	-	-	-
Mutual funds	602	602	-	-	-	-
Certificates of deposit	6,836	6,336	-	-	-	-
Federal agency securities	16,453	-	16,453	-	-	-
Total investments	\$ 25,144	\$ 7,420	\$ 16,761	\$ 262	\$ 101	\$ 100

Massachusetts General Law, Chapter 32, Section 23, limits the investment of System funds, to the extent not required for current disbursements, in the PRIT Fund or in securities, other than mortgages or collateral loans, which are legal for the investment of funds in savings banks under the laws of the Commonwealth, provided that no more than the established percentage of assets, is invested in any one security.

At June 30, 2007, the Contributory Retirement System maintained its investments in the State Investment Pool* with a fair value of \$ 96,759,349. This investment type is not rated.

**Fair value is the same as the value of the pool share. The Pension Reserves Investment Trust was created under Massachusetts General Law, Chapter 32, Section 22, in December 1983. The Pension Reserves Investment Trust is operated under contract with a private investment advisor, approved by the Pension Reserves Investment Management Board. The Pension Reserves Investment Management Board shall choose an investment advisor by requesting proposals from advisors and reviewing such proposals based on criteria adopted under Massachusetts General Law, Chapter 30B.*

B. Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Town and System do not have policies for custodial credit risk.

C. Concentration of Credit Risk

The Town places no limit on the amount the Town may invest in any one issuer. Investments in any one issuer (other than U.S. Treasury securities and mutual funds) that represent 5% or more of total investments are as follows (in thousands):

Federal Home Loan Bank	\$ 5,983
Federal National Mortgage Association	\$ 3,367
Federal Home Loan Mortgage Corp.	\$ 7,102
Certificates of deposit	\$ 6,810

Massachusetts General Law Chapter 32, Section 23 limits the amount the System may invest in any one issuer or security type, with the exception of the PRIT Fund.

The System does not have an investment in one issuer greater than 5% of total investments.

D. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town and System do not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Investment Maturities (in Years)</u>		
		<u>Less Than 1</u>	<u>1-5</u>	<u>6-10</u>
Debt Related Securities:				
Corporate bonds	\$ 771	\$ 201	\$ 570	\$ -
Federal agency securities	<u>16,453</u>	<u>2,927</u>	<u>7,882</u>	<u>5,644</u>
Total	<u>\$ 17,224</u>	<u>\$ 3,128</u>	<u>\$ 8,452</u>	<u>\$ 5,644</u>

E. Foreign Currency Risk

Foreign currency risk is the risk that changes in foreign exchange rates will adversely affect the fair value of an investment. The Town and System do not have policies for foreign currency risk.

5. Taxes Receivable

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes

are due on a quarterly basis and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year they relate to.

Fourteen days after the due date for the final tax bill for real estate taxes, a demand notice may be sent to the delinquent taxpayer. Fourteen days after the demand notice has been sent, the tax collector may proceed to file a lien against the delinquent taxpayers' property. The Town has an ultimate right to foreclose on property for unpaid taxes. Personal property taxes cannot be secured through the lien process.

Taxes receivables (net) at June 30, 2007 consist of the following (in thousands):

Real Estate		
2008	\$ 22,976	
2007	<u>347</u>	
		23,323
Personal Property		
2007	4	
2006	2	
2005	2	
2004	<u>2</u>	
		10
Tax liens		354
Deferred Taxes		<u>109</u>
TOTAL	\$ <u>23,796</u>	

6. Allowance for Doubtful Accounts

The receivables reported in the accompanying entity-wide financial statements reflect the following estimated allowances for doubtful accounts (in thousands):

	<u>Governmental</u>
Property taxes	\$ 74
Excises	52

7. Intergovernmental Receivables

This balance represents reimbursements requested from Federal and State agencies for expenditures incurred in fiscal 2007.

8. Capital Assets

Capital asset activity for the year ended June 30, 2007 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, being depreciated:				
Land Improvements	\$ 946	\$ 328	\$ -	\$ 1,274
Buildings and improvements	70,746	341	(165)	70,922
Machinery, equipment and furnishings	4,534	650	(338)	4,846
Infrastructure	39,865	930	(1,488)	39,307
Total capital assets, being depreciated	116,091	2,249	(1,991)	116,349
Less accumulated depreciation for:				
Land Improvements	(338)	(38)	-	(376)
Buildings and improvements	(16,207)	(1,932)	165	(17,974)
Machinery, equipment and furnishings	(2,266)	(385)	338	(2,313)
Infrastructure	(21,030)	(1,522)	1,488	(21,064)
Total accumulated depreciation	(39,841)	(3,877)	1,991	(41,727)
Total capital assets, being depreciated, net	76,250	(1,628)	-	74,622
Capital assets, not being depreciated:				
Land	3,136	803	-	3,939
Construction in progress	46,286	9,739	-	56,025
Total capital assets, not being depreciated	49,422	10,542	-	59,964
Governmental activities capital assets, net	<u>\$ 125,672</u>	<u>\$ 8,914</u>	<u>\$ -</u>	<u>\$ 134,586</u>
	Beginning Balance	Increases	Decreases	Ending Balance
Business-Type Activities:				
Capital assets, being depreciated:				
Land Improvements	\$ 84	\$ -	\$ -	\$ 84
Buildings and improvements	19,353	403	(2)	19,754
Machinery, equipment and furnishings	23,365	624	(319)	23,670
Infrastructure	80,764	5,421	(983)	85,202
Total capital assets, being depreciated	123,566	6,448	(1,304)	128,710
Less accumulated depreciation for:				
Land Improvements	(34)	(2)	-	(36)
Buildings and improvements	(10,145)	(690)	2	(10,833)
Machinery, equipment and furnishings	(15,112)	(985)	318	(15,779)
Infrastructure	(29,491)	(2,703)	928	(31,266)
Total accumulated depreciation	(54,782)	(4,380)	1,248	(57,914)
Total capital assets, being depreciated, net	68,784	2,068	(56)	70,796
Capital assets, not being depreciated:				
Land	1,449	-	-	1,449
Construction in progress	1,920	-	(1,920)	-
Total capital assets, not being depreciated	3,369	-	(1,920) ⁽¹⁾	1,449
Business-Type activities capital assets, net	<u>\$ 72,153</u>	<u>\$ 2,068</u>	<u>\$ (1,976)</u>	<u>\$ 72,245</u>

(1) One-time asset impairment charge of \$ (1,920) relating to the abandonment of the filtration design costs

Depreciation expense was charged to functions of the town as follows (in thousands):

Governmental Activities:	
General government	\$ 79
Public safety	369
Education	1,574
Public works	1,736
Culture and recreation	88
Other	<u>31</u>
Total depreciation expense - governmental activities	\$ <u>3,877</u>
Business-Type Activities:	
Electric	\$ 2,907
Water	1,175
Other - Sewer	<u>298</u>
Total depreciation expense - business-type activities	\$ <u>4,380</u>

9. Warrants Payable

Warrants payable represent 2007 expenditures paid by July 15, 2007 as permitted by law.

10. Deferred Revenue

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period.

The balance of the General Fund deferred revenues account is equal to the total of all June 30, 2007 receivable balances, except real and personal property taxes that are accrued for subsequent 60 day collections.

11. Long-Term Debt

A. General Obligation Bonds

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities. General obligation bonds currently outstanding are as follows:

	Serial	Interest	Amount
	Maturities	Rate(s)%	Outstanding
	Through		as of
<u>Governmental Activities:</u>			<u>June 30, 2007</u>
Land acquisition	08/15/07	4.68	\$ 25,000
Police station	02/01/12	4.12	2,015,000
Elementary school renovations	07/01/14	5.26	2,680,000
Parker Middle School	08/15/17	4.89	3,000,000
High School remodeling	07/01/08	4.31	370,000
School remodeling	07/01/08	4.31	140,000
Birch Meadow School remodeling	07/01/08	4.31	120,000
Joshua Eaton School remodeling	07/01/16	4.31	190,000
Parker Middle School	07/01/17	4.62	4,460,000
Coolidge Middle School	02/01/21	4.75	6,625,000
Memorial High School	03/15/24	4.22	31,400,000
Barrow Elementary School	06/30/24	3.96	2,155,000
Wood End Elementary School	06/30/24	3.96	2,550,000
Wood End Elementary School	06/30/24	3.92	180,000
Wood End Elementary School	04/15/24	3.94	522,000
Wood End Elementary School	04/15/24	3.94	787,000
Total Governmental Activities:			<u>\$ 57,219,000</u>

	Serial	Interest	Amount
	Maturities	Rate(s)%	Outstanding
	Through		as of
<u>Business-Type Activities:</u>			<u>June 30, 2007</u>
Water treatment plant	06/30/15	3.38	\$ 800,000
MWRA Buy-in	04/15/27	4.00	3,180,000
Water Mains	04/15/12	3.66	2,471,000
MWRA Inflow	05/15/10	0.00	251,031
MWPAT Septic	02/01/17	0.00	16,289
Light plant enlargement	02/01/17	4.61	1,650,000
Total Business-Type Activities:			<u>\$ 8,368,320</u>

B. Future Debt Service

The annual principal payments to retire all general obligation long-term debt outstanding as of June 30, 2007 are as follows:

<u>Governmental</u>		<u>Principal</u>		<u>Interest</u>		<u>Total</u>
2008	\$	4,034,000	\$	2,480,357	\$	6,514,357
2009		4,045,000		2,332,638		6,377,638
2010		3,770,000		2,185,443		5,955,443
2011		3,810,000		2,039,684		5,849,684
2012		3,855,000		1,882,905		5,737,905
2013-2017		17,240,000		7,015,199		24,255,199
2018-2022		14,865,000		3,313,570		18,178,570
2023-2027		5,600,000		383,736		5,983,736
Total	\$	<u>57,219,000</u>	\$	<u>21,633,532</u>	\$	<u>78,852,532</u>

The general fund has been designated as the sole source to repay the government-type obligation debt outstanding as of June 30, 2007.

<u>Business-Type</u>		<u>Principal</u>		<u>Interest</u>		<u>Total</u>
2008	\$	1,390,842	\$	400,924	\$	1,791,766
2009		1,389,842		314,514		1,704,356
2010		1,389,842		222,689		1,612,531
2011		767,794		166,513		934,307
2012		750,000		120,075		870,075
2013-2017		1,100,000		453,075		1,553,075
2018-2022		800,000		254,875		1,054,875
2023-2027		780,000		94,688		874,688
Total	\$	<u>8,368,320</u>	\$	<u>2,027,353</u>	\$	<u>10,395,673</u>

C. Changes in General Long-Term Liabilities

During the year ended June 30, 2007, the following changes occurred in long-term liabilities (in thousands):

	Total Balance <u>7/1/06</u>	<u>Additions</u>	<u>Reductions</u>	Total Balance <u>6/30/07</u>	Less Current Portion	Equals Long-Term Portion <u>6/30/07</u>
<u>Governmental Activities</u>						
Bonds payable	\$ 59,820	\$ 1,309	\$ (3,910)	\$ 57,219	\$ 4,034	\$ 53,185
Other:						
Accrued employee benefits	1,748	63	(144)	1,667	58	1,609
Other	<u>390</u>	<u>-</u>	<u>(66)</u>	<u>324</u>	<u>25</u>	<u>299</u>
Totals	<u>\$ 61,958</u>	<u>\$ 1,372</u>	<u>\$ (4,120)</u>	<u>\$ 59,210</u>	<u>\$ 4,117</u>	<u>\$ 55,093</u>
	Total Balance <u>7/1/06</u>	<u>Additions</u>	<u>Reductions</u>	Total Balance <u>6/30/07</u>	Less Current Portion	Equals Long-Term Portion <u>6/30/07</u>
<u>Business-Type Activities</u>						
Bonds payable	\$ 3,757	\$ 5,651	\$ (1,040)	\$ 8,368	\$ 1,391	\$ 6,977
Other:						
Accrued employee benefits	2,333	276	(69)	2,540	110	2,430
Unamortized premium on bonds	37	-	(30)	7	1	6
Calpine contract termination	<u>33,425</u>	<u>-</u>	<u>(24,316)</u>	<u>9,109</u>	<u>9,109</u>	<u>-</u>
Totals	<u>\$ 39,552</u>	<u>\$ 5,927</u>	<u>\$ (25,455)</u>	<u>\$ 20,024</u>	<u>\$ 10,611</u>	<u>\$ 9,413</u>

12. Restricted Net Assets

The accompanying entity-wide financial statements report restricted net assets when external constraints from grantors or contributors are placed on net assets.

Permanent fund restricted net assets are segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

13. Reserves of Fund Equity

"Reserves" of fund equity are established to segregate fund balances which are either not available for expenditure in the future or are legally set aside for a specific future use.

The following types of reserves are reported at June 30, 2007:

Reserved for Encumbrances - An account used to segregate that portion of fund balance committed for expenditure of financial resources upon vendor performance.

Reserved for Perpetual Funds - Represents the principal of the nonexpendable trust fund investments. The balance cannot be spent for any purpose; however, it may be invested and the earnings may be spent.

Reserved for Expenditures - Represents the amount of fund balance appropriated to be used for expenditures in the subsequent year budget.

14. Subsequent Events

Debt

Subsequent to June 30, 2007, the Town has incurred the following additional debt:

	<u>Amount</u>	<u>Interest Rate</u>	<u>Issue Date</u>	<u>Maturity Date</u>
MWRA note	\$ 44,330	NA	08/30/07	08/15/12
General obligation bond	9,535,000	4.00-5.00 %	11/01/07	11/01/27

15. Commitments and Contingencies

Outstanding Lawsuits - There are several pending lawsuits in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

16. Post-Employment Health Care and Life Insurance Benefits

The Town has accepted Chapter 32B of Massachusetts General Laws to provide for health care and life insurance benefits to retirees, their dependents, or their survivors. These benefits are provided through the Town's group plans. The costs of these benefits are included in the total cost of benefits for both active and retired employees. The number of participants currently eligible to receive benefits, and cost of benefits for retirees, their dependents, or their survivors for the year ended June 30, 2007 was not available.

17. Contributory Retirement System

A. Plan Description and Contribution Information

Substantially all employees of the Town (except teachers and administrators under contract employed by the School Department) are members of the Reading Contributory Retirement System (CRS), a cost sharing, multiple employer defined benefit PERS. Eligible employees must participate in the Reading CRS. The pension plan provides pension benefits, deferred allowances, and death and disability benefits. Chapter 32 of the Massachusetts General Laws establishes the authority of the Reading CRS Retirement Board. Chapter 32 also establishes contribution percentages and benefits paid. The Reading CRS Retirement Board does not have the authority to amend benefit provisions. As required by Massachusetts General Laws, the System issues a separate report to the Commonwealth's Public Employee Retirement Administration Commission.

Membership of each plan consisted of the following at June 30, 2007, the date of the latest actuarial valuation:

Retirees and beneficiaries receiving benefits	327
Terminated plan members entitled to but not yet receiving benefits	22
Active plan members	<u>352</u>
Total	<u>701</u>
Number of participating employers	3

Employee contribution percentages are specified in Chapter 32 of the Massachusetts General Laws. The percentage is determined by the participant's date of entry into the system. All employees hired after January 1, 1979 contribute an additional 2% on all gross regular earnings over the rate of \$ 30,000 per year. The percentages are as follows:

Before January 1, 1975	5%
January 1, 1975 - December 31, 1983	7%
January 1, 1984 - June 30, 1996	8%
Beginning July 1, 1996	9%

Employers are required to contribute at actuarially determined rates as accepted by the Public Employee Retirement Administration Commission (PERAC).

B. Summary of Significant Accounting Policies

Basis of Accounting - Contributory retirement system financial statements are prepared using the accrual basis of accounting. Plan member contributions are recognized in the period in which the contributions are due. Employer contributions are recognized when due and the employer has made a formal commitment to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan.

Method Used to Value Investments - Investments are reported in accordance with PERAC requirements.

C. Teachers

As required by State statutes, teachers of the Town are covered by the Massachusetts Teachers Retirement System (MTRS). The MTRS is funded by contributions from covered employees and the Commonwealth of Massachusetts. The Town is not required to contribute.

All persons employed on at least a half-time basis, who are covered under a contractual agreement requiring certification by the Board of Education are eligible, and must participate in the MTRS.

Based on the Commonwealth of Massachusetts' retirement laws, employees covered by the pension plan must contribute a percentage of gross earnings into the pension fund. The percentage is determined by the participant's date of entry into the system and gross earnings, up to \$ 30,000, as follows:

Before January 1, 1975	5%
January 1, 1975 - December 31, 1983	7%*
January 1, 1984 - June 30, 1996	8%*
July 1, 1996 - June 30, 2001	9%*
Beginning July 1, 2001	11%

* Effective January 1, 1990, all participants hired after January 1, 1979, who have not elected to increase to 11%, contribute an additional 2% of salary in excess of \$ 30,000.

In fiscal year 2007, the Commonwealth of Massachusetts contributed \$ 5,303,842 to the MTRS on behalf of the Town. This is included in the education expenditures and intergovernmental revenues in the general fund.

18. Risk Management

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three fiscal years.

Town of Reading Municipal Light Department

Notes to Financial Statements

1. Summary of Significant Accounting Policies

The significant accounting policies of the Town of Reading Municipal Light Department ("the Department") (an enterprise fund of the Town of Reading) are as follows:

- A. Business Activity - The Department purchases electricity which it distributes to consumers within the towns of Reading, North Reading, Wilmington, and Lynnfield.
- B. Regulation and Basis of Accounting - Under Massachusetts General Laws, the Department's electric rates are set by the Municipal Light Board and may be changed not less than once every three months. Rate schedules are filed with the Massachusetts Department of Public Utilities (DPU). While the DPU exercises general supervisory authority over the Department, the Department's rates are not subject to DPU approval. The Department's policy is to prepare its financial statements in conformity with generally accepted accounting principles.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise fund are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989 generally are followed in the proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their enterprise funds, subject to this same limitation. The Department has elected not to follow subsequent private-sector guidance.

- C. Concentrations - The Department operates within the electric utility industry which has undergone significant restructuring and deregulation. Legislation was enacted by the Commonwealth of Massachusetts in 1998 which changed the electric industry. The law introduced competition and provided consumers with choices while assuring continued reliable service. Municipal utilities are not currently subject to this legislation.

- D. Retirement Trust - The Reading Municipal Light Department Employees' Pension Trust (the "Trust") was established on December 30, 1966, by the Town of Reading's Municipal Light Board pursuant to Chapter 164 of the General Laws of the Commonwealth of Massachusetts.

The Trust constitutes the principal instrument of a plan established by the Municipal Light Board for the purpose of funding the Department's annual required contribution to the Town of Reading Contributory Retirement System (the System), a cost sharing, multi-employer public employee retirement system.

- E. Revenues - Revenues are based on rates established by the Department and filed with the DPU. Revenues from sales of electricity are recorded on the basis of bills rendered from monthly meter readings taken on a cycle basis and are stated net of discounts. Recognition is given to the amount of sales to customers which are unbilled at the end of the fiscal period.
- F. Cash and Short-term Investments - For the purposes of the Statement of Cash Flows, the Department considers both restricted and unrestricted cash on deposit with the Town Treasurer to be cash or short-term investments. For purpose of the Statement of Net Assets, the proprietary funds consider investments with original maturities of three months or less to be short-term investments.
- G. Investments - State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from date of purchase.
- Investments for the Department and the Trust consist of marketable securities, corporate bonds, and bank certificates of deposit that are being held to maturity. Investments are carried at cost.
- H. Inventory - Inventory consists of parts and accessories purchased for use in the utility business for construction, operation and maintenance purposes and are stated at average cost. Meters and transformers are capitalized when purchased.
- I. Capital Assets and Depreciation - Capital assets, which include property, plant, equipment, and utility plant infrastructure, are recorded at historical cost or estimated historical cost when purchased or constructed. Donated

capital assets are recorded at estimated fair market value at the date of the donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as they are acquired or constructed. Interest incurred during the construction phase of proprietary fund capital assets is included as part of the capitalized value of the constructed asset. When capital assets are retired, the cost of the retired asset, less accumulated depreciation, salvage value and any cash proceeds, is charged to the Department's unrestricted net assets account.

Massachusetts General Laws require utility plant in service to be depreciated at an annual rate of 3%. To change this rate, the Department must obtain approval from the DPU. Changes in annual depreciation rates may be made for financial factors relating to cash flow for plant expansion, rather than engineering factors relating to estimates of useful lives.

- J. Amortization - Costs related to the issuance of bonds have been capitalized and are being amortized over the life of the bonds.
- K. Accrued Compensated Absences - Employee vacation leave is vested annually but may only be carried forward to the succeeding year with supervisor approval and, if appropriate, within the terms of the applicable Department policy or union contract. Generally, sick leave may accumulate according to union and Department contracts and policy, and is paid upon normal termination at the current rate of pay. The Department's policy is to recognize vacation costs at the time payments are made. The Department records accumulated, unused, vested sick pay as a liability. The amount recorded is the amount to be paid at termination at the current rate of pay.
- L. Long-Term Obligations - The proprietary fund financial statements report long-term debt and other long-term obligations as liabilities in the proprietary fund statement of net assets.
- M. Use of Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the financial statements, and the reported amounts of the revenues and expenses during the fiscal year. Actual results could vary from estimates that were used.
- N. Rate of Return - The Department's rates must be set such that earnings attributable to electric operations do not exceed eight percent of the net

cost of plant. The audited financial statements are prepared in accordance with auditing standards generally accepted in the United States of America. To determine the net income subject to the rate of return, the Department performs the following calculation. Using the net income per the audited financials, the return on investment to the Town of Reading is added back, the fuel charge adjustment is added or deducted, and miscellaneous debits/credits (i.e. gain/loss on disposal of fixed assets, etc.) are added or deducted, leaving an adjusted net income figure for rate of return purposes. Investment interest income and bond principal payments are then deducted from this figure to determine the net income subject to the rate of return. The net income subject to the rate of return is then subtracted from the allowable eight percent rate of return, which is calculated by adding the book value of net plant and the investment in associated companies less the contributions in aid of construction multiplied by eight percent. From this calculation, the Municipal Light Board will determine what cash transfers need to be made at year end.

2. Cash and Investments

Cash and investments as of June 30, 2007 are classified in the accompanying financial statements as follows:

Statement of net assets:	
Unrestricted cash and short-term investments	\$ 14,378,468
Restricted cash and short-term investments	21,256,098
Restricted investments	4,400,000
Fiduciary funds:	
Cash and short-term investments	1,753,722
Investments	<u>5,900,642</u>
Total cash and investments	\$ <u>47,688,930</u>

Cash and investments at June 30, 2007 consist of the following:

Cash on hand	\$ 3,000
Deposits with financial institutions	37,385,288
Investments	<u>10,300,642</u>
Total cash and investments	\$ <u>47,688,930</u>

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that the fair value of an investment will be adversely affected by changes in market interest rates. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the Department manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

As of June 30, 2007, the Department (including the Pension Trust) had the following investments:

	<u>Amount</u>	<u>Maturity Date</u>
Certificate of Deposit	\$ 600,000	September 23, 2007
Federal National Mtg Assn	500,000	April 1, 2008
Federal Home Loan Mtg Corp	199,750	October 15, 2008
Government National Mtg Assn	892	October 15, 2008
Federal Home Loan Mtg Corp	300,000	December 8, 2008
Federal Home Loan Bank	1,800,000	December 18, 2008
Federal Home Loan Mtg Corp	2,900,000	December 15, 2009
Federal National Mtg Assn	700,000	December 30, 2009
Federal Home Loan Bank	1,800,000	June 19, 2013
Federal Home Loan Mtg Corp	500,000	December 15, 2013
Federal Home Loan Mtg Corp	500,000	March 10, 2014
Federal Home Loan Mtg Corp	<u>500,000</u>	August 26, 2014
Total	\$ <u>10,300,642</u>	

Investments with Fair Values Highly Sensitive to Interest Rate Fluctuations

The Department's investments (including investments held in the Pension Trust) include the following investments that are highly sensitive to interest rate fluctuations (to a greater degree than already indicated in the information provided above):

Highly Sensitive Investments

Fair Value at
Year End

Mortgage backed securities. These securities are subject to early payment in a period of declining interest rates. The resultant reduction in expected total cash flows affects the fair value of these securities and makes the fair value of these securities highly sensitive to changes in interest rates.

\$ 9,700,642

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that the issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assigning of a rating by a nationally recognized statistical rating organization. Presented below is the actual rating as of year end for each of the Department's (including the Pension Trust) investment types:

<u>Investment Type</u>	<u>Amount</u>	<u>Minimum Legal Rating</u>	<u>Rating as of Year End</u>	
			<u>AAA</u>	<u>Not Rated</u>
Federal agency securities	\$ 9,700,642	N/A	\$ 9,700,642	\$ -
Certificates of deposit	<u>600,000</u>	N/A	<u>-</u>	<u>600,000</u>
Total	\$ <u>10,300,642</u>		\$ <u>9,700,642</u>	\$ <u>600,000</u>

Concentration of Credit Risk

The Department follows the Town of Reading's investment policy, which does not limit the amount that can be invested in any one issuer beyond that stipulated by Massachusetts General Laws. Investments in any one issuer (other than U.S. Treasury securities, mutual funds, and external investment pools) that represent more than 5% of the Department's total investments (including the Pension Trust investments) are as follows:

<u>Issuer</u>	<u>Investment Type</u>	<u>Reported Amount</u>
Federal Home Loan Mtg Corp.	Federal agency securities	\$ 4,899,750
Federal Home Loan Bank	Federal agency securities	3,600,000
Federal National Mtg Assn.	Federal agency securities	1,200,000
Danvers Savings Bank	Certificates of deposit	600,000

Custodial Credit Risk

Custodial Credit Risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, the Department will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, the Department will not be able to recover the value of its investments or collateral securities that are in the possession of another

party. Massachusetts General Laws, Chapter 44, section 55, limits deposits "in a bank or trust company or banking company to an amount not exceeding sixty per cent of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess." The Department follows the Massachusetts statute as written, as well as the Town of Reading's deposit policy for custodial credit risk.

Because the Department pools its cash with the Town of Reading, the specific custodial credit risk of the Department's deposits could not be determined at June 30, 2007. As of June 30, 2007, Department investments (including the Pension Trust) in the following investment types were held by the same broker-dealer (counterparty) that was used by the Department to buy the securities:

<u>Investment Type</u>	<u>Reported Amount</u>
Federal agency securities	\$ 9,700,642
Certificates of deposit	<u>600,000</u>
Total	\$ <u>10,300,642</u>

3. Restricted Cash and Investments

Restricted cash and investments consist of the following at June 30, 2007:

	<u>Cash</u>	<u>Investments</u>
Depreciation fund	\$ 2,364,103	\$ -
Construction fund	2,053,128	-
Deferred fuel reserve	2,555,278	-
Calpine reserve	9,108,765	-
Rate stabilization	3,315,866	2,900,000
Reserve for uncollectible accounts	28,988	-
Sick leave benefits	967,164	1,500,000
Insurance reserve	35,252	-
Hazardous waste fund	346,897	-
Customer deposits	<u>480,657</u>	<u>-</u>
Total	\$ <u>21,256,098</u>	\$ <u>4,400,000</u>

Restricted investments are invested in U.S. Government bonds, which will be held to maturity, and are reported at book value of \$ 4,400,000. The fair market value of the investments at June 30, 2007 was \$ 4,387,998.

The Department maintains the following restricted cash accounts:

- Depreciation fund - The Department is required to reserve 3.0% of capital assets each year to fund capital improvements.
- Construction fund - This account reflects a balance set aside by the Board of Commissioners to fund capital asset purchases.
- Deferred fuel reserve - The Department transfers the difference between the customers' monthly fuel charge adjustment and actual fuel costs into this account to be used in the event of a sudden increase in fuel costs.
- Calpine Reserve - This represents settlement proceeds from Calpine Corporation for early termination of a power supply contract. These funds are offset by a liability account and are being amortized over the original contract period.
- Rate stabilization - The Department transfers funds in excess of 8% of capital assets into this account to be used to stabilize customer rates.
- Reserve for uncollectible accounts - This account was set up to offset a portion of the Department's bad debt reserve.
- Sick leave benefits - This account is used to offset the Department's actuarially determined compensated absence liability.
- Insurance reserve - This account reflects a balance set aside by the Board of Commissioners as an insurance deductible reserve.
- Hazardous waste fund - This reserve was set up by the Board of Commissioners to cover the Department's insurance deductible in the event of a major hazardous materials incident.
- Customer deposits - This represents customer deposits that are held in escrow.

4. Accounts Receivable

Accounts receivable consists of the following at June 30, 2007:

Customer Accounts:		
Billed	\$ 3,475,409	
Less allowances:		
Uncollectible accounts	(200,000)	
Sales discounts	(<u>259,063</u>)	
Total billed		\$ 3,016,346
Unbilled, net		<u>2,714,176</u>
Total customer accounts		5,730,522
Other Accounts:		
Merchandise sales	156,132	
MMWEC Flush	600,445	
Liens and other	<u>176,571</u>	
Total other accounts		<u>933,148</u>
Total net receivables		\$ <u>6,663,670</u>

5. Prepaid Expenses

Prepaid expenses consist of the following:

Insurances	\$ 226,336
Purchase power	113,924
PASNY prepayment fund	<u>194,171</u>
Total	\$ <u>534,431</u>

6. Inventory

Inventory is comprised of supplies and materials at June 30, 2007, and is valued using the average cost method.

7. Investment in Associated Companies

Under agreements with the New England Hydro-Transmission Electric Company, Inc. (NEH) and the New England Hydro-Transmission Corporation (NHH), the Department has made the following advances to fund its equity requirements for the Hydro-Quebec Phase II interconnection. The Department is carrying its investment at cost, reduced by shares repurchased. The Department's equity position in the Project is less than one-half of one percent.

Investment in associated companies consists of the following, at June 30, 2007:

New England Hydro-Transmission Electric Company, Inc.	\$ 57,277
New England Hydro-Transmission Corporation	<u>84,533</u>
Total	\$ <u>141,810</u>

8. Capital Assets

The following is a summary of fiscal year 2007 activity in capital assets (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, being depreciated:				
Structures and improvements	\$ 12,884	\$ 402	\$ -	\$ 13,286
Equipment and furnishings	22,178	261	(286)	22,153
Infrastructure	<u>61,846</u>	<u>4,381</u>	<u>(882)</u>	<u>65,345</u>
Total capital assets, being depreciated	96,908	5,044	(1,168)	100,784
Less accumulated depreciation for:				
Structures and improvements	(5,385)	(368)	-	(5,753)
Equipment and furnishings	(14,784)	(874)	284	(15,374)
Infrastructure	<u>(22,635)</u>	<u>(1,665)</u>	<u>828</u>	<u>(23,472)</u>
Total accumulated depreciation	<u>(42,804)</u>	<u>(2,907)</u>	<u>1,112</u>	<u>(44,599)</u>
Total capital assets, being depreciated, net	54,104	2,137	(56)	56,185
Capital assets, not being depreciated:				
Land	<u>1,266</u>	<u>-</u>	<u>-</u>	<u>1,266</u>
Total capital assets, not being depreciated	<u>1,266</u>	<u>-</u>	<u>-</u>	<u>1,266</u>
Capital assets, net	\$ <u>55,370</u>	\$ <u>2,137</u>	\$ <u>(56)</u>	\$ <u>57,451</u>

9. Other Assets

This balance consists primarily of costs associated with the Department's bonding, which are being amortized over the life of the bonds.

10. Accounts Payable

Accounts payable represent fiscal 2007 expenses that were paid after June 30, 2007.

11. Customer Deposits

This balance represents deposits received from customers that are held in escrow.

12. Customer Advances for Construction

This balance represents deposits received from vendors in advance for work to be performed by the Department. The Department recognizes these deposits as revenue after the work has been completed.

13. Accrued Liabilities

Accrued liabilities consist of the following at June 30, 2007:

Accrued interest	\$ 34,741
Accrued payroll	149,131
Other	<u>88,284</u>
Total	<u>\$ 272,156</u>

14. Bonds Payable

Bonds payable consist of the following at June 30, 2007:

Bonds issued December 1, 1999, in the amount of \$ 5,500,000. Principal is payable annually on September 1 commencing 2000 and continuing to September 1, 2009. Interest is payable semiannually on September 1 and March 1 at 4.5% for five years with rates thereafter ranging from 4.55% to 4.85%.

	<u>\$ 1,650,000</u>
Total Bonds Payable	1,650,000
Less: Current installments of bonds payable	(<u>550,000</u>)
Total Long-Term Bonds Payable	<u>\$ 1,100,000</u>

The future payments required on the long-term debt are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008	\$ 550,000	\$ 65,862	\$ 615,862
2009	550,000	39,738	589,738
2010	<u>550,000</u>	<u>13,337</u>	<u>563,337</u>
Total	\$ <u>1,650,000</u>	\$ <u>118,937</u>	\$ <u>1,768,937</u>

The following summarizes activity in bonds payable for the year ended June 30, 2007:

<u>Balance</u> <u>07/01/06</u>	<u>Maturities</u>	<u>Balance</u> <u>06/30/07</u>	<u>Less</u> <u>Current</u>	<u>Long-Term</u> <u>Portion</u>
\$ 305,000	\$ (305,000)	\$ -	\$ -	\$ -
<u>2,200,000</u>	<u>(550,000)</u>	<u>1,650,000</u>	<u>(550,000)</u>	<u>1,100,000</u>
\$ <u>2,505,000</u>	\$ <u>(855,000)</u>	\$ <u>1,650,000</u>	\$ <u>(550,000)</u>	\$ <u>1,100,000</u>

15. Accrued Employee Compensated Absences

Department employees are granted sick leave in varying amounts. Upon retirement, termination, or death, employees are compensated for unused sick leave (subject to certain limitations) at their then current rates of pay.

16. Calpine Contract Termination

In October 2001, the Department entered into a Power Supply Agreement (PSA) with Calpine Energy Services, L.P. (Calpine). Under the terms of the PSA, Calpine agreed to supply the Department with energy at contracted rates during the period June 1, 2002 through October 31, 2007. The PSA was guaranteed by Calpine Corporation, the parent corporation of Calpine. In order to protect the Department from Calpine's inability to deliver on the terms of the contract, the PSA contained a provision that required Calpine to deposit funds into an escrow account if Calpine Corporation's long-term unsecured debt rating dropped below investment grade. In May 2003, the Department entered into an Escrow Agreement with Calpine, and funds were deposited into this escrow account in accordance with the terms of this agreement.

In December 2005, Calpine filed for bankruptcy and the Department terminated its PSA with Calpine. In exchange for its agreement to release all further claims against Calpine, the Department received a settlement payment of

\$ 42,549,683. In accordance with the provisions of Statements of Accounting Standards No. 71, these proceeds, including interest earnings, were recorded as a liability, and will be applied to reduce future customer charges over the remaining 15 months of the original PSA.

In 2007, the Division reduced its power supply expense and its corresponding customer Purchase Power Fuel Charge Adjustment (PPFCA) by \$ 24,316,095 (the amount of its 2007 amortization). The remaining balance of \$ 9,108,765 (including interest earned to date) will be amortized as follows:

2008	\$ <u>9,108,765</u>
Total	\$ <u>9,108,765</u>

17. Restricted Net Assets

The proprietary fund financial statements report restricted net assets when external constraints are placed on net assets. Specifically, restricted net assets represent depreciation fund reserves, which are restricted for future capital asset purchases.

18. Post-Employment Health Care and Life Insurance Benefits

The Department's employee contracts provide for health care and life insurance benefits to retirees, their dependent, or their survivors. These benefits are provided through the Town's group plans. The cost of these benefits are included in the total cost of benefits for both active and retired employees. The number of participants currently eligible to receive benefits, and cost of benefits for retirees, their dependents, or their survivors for the year ended June 30, 2007 was 70 and \$ 291,907 respectively.

19. Other Post-Employment Benefits (OPEB) Liability

In July 2004, the Governmental Accounting Standards Board (GASB) issued Statement 45, *"Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions"* (GASB45). This Statement requires governments to recognize and account for the actuarially determined cost of providing postemployment benefits other than pensions to current and future retirees and their spouses and dependents. The Town of Reading is required to implement the requirements of GASB 45 in fiscal year 2009. The Department and the Town are in the process of contracting for an actuarial study to determine the extent of their future OPEB liability. This study is expected to be completed in the fall of 2007.

20. Pension Plan

The Department follows the provisions of GASB Statement No. 27, *Accounting for Pensions for State and Local Government Employees*, with respect to the employees' retirement funds.

A. Plan Description

The Department contributes to the Town of Reading Contributory Retirement System (the System), a cost-sharing, multiple-employer, defined benefit pension plan administered by a Town Retirement Board. The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the Massachusetts General Laws assigns the System the authority to establish and amend benefit provisions of the plan, and grant cost-of-living increases, to the State legislature. The System issues a publicly available financial report which can be obtained through the Town of Reading Contributory Retirement System at Town Hall, Reading, MA.

B. Funding Policy

Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Department is required to pay into the System, its share of the remaining system wide actuarially determined contribution plus administration costs which are apportioned among the employers based on active covered payroll. The contributions of plan members and the Department are governed by Chapter 32 of the Massachusetts General Laws. The Department's contributions to the System for the years ended June 30, 2007 and 2006 were \$ 1,029,537 and \$ 886,726, respectively, which was equal to its annual required contribution.

21. Participation in Massachusetts Municipal Wholesale Electric Company

The Town of Reading, acting through its Light Department, is a participant in certain Projects of the Massachusetts Municipal Wholesale Electric Company (MMWEC).

MMWEC is a public corporation and a political subdivision of the Commonwealth of Massachusetts, created as a means to develop a bulk power supply for its Members and other utilities. MMWEC is authorized to construct, own, or purchase ownership interests in, and to issue revenue bonds to finance, electric facilities (Projects). MMWEC has acquired ownership interests in electric facilities operated by other entities and also owns and operates its own electric facilities. MMWEC sells all of the capability (Project Capability) of each of its Projects to its Members and other utilities (Project Participants) under Power Sales Agreements (PSAs). Among other things, the PSAs

require each Project Participant to pay its *pro rata* share of MMWEC's costs related to the Project, which costs include debt service on the revenue bonds issued by MMWEC to finance the Project, plus 10% of MMWEC's debt service to be paid into a Reserve and Contingency Fund. In addition, should a Project Participant fail to make any payment when due, other Project Participants of that Project may be required to increase (step-up) their payments and correspondingly their Participant's share of that Project's Project Capability to an additional amount not to exceed 25% of their original Participant's share of that Project's Project Capability. Project Participants have covenanted to fix, revise, and collect rates at least sufficient to meet their obligations under the PSAs.

MMWEC has issued separate issues of revenue bonds for each of its eight Projects, which are payable solely from, and secured solely by, the revenues derived from the Project to which the bonds relate, plus available funds pledged under MMWEC's Amended and Restated General Bond Resolution (GBR) with respect to the bonds of that Project. The MMWEC revenues derived from each Project are used solely to provide for the payment of the bonds of any bond issue relating to such Project and to pay MMWEC's cost of owning and operating such Project and are not used to provide for the payment of the bonds of any bond issue relating to any other Project.

MMWEC operates the Stony Brook Intermediate Project and the Stony Brook Peaking Project, both fossil-fueled power plants. MMWEC has a 3.7% interest in the W.F. Wyman Unit No. 4 plant, which is operated and owned by its majority owner, FPL Energy Wyman IV, a subsidiary of FPL Energy, Inc., and a 4.8% ownership interest in the Millstone Unit 3 nuclear unit, operated by Dominion Nuclear Connecticut, Inc. (DNCI), the majority owner and a subsidiary of Dominion Resources, Inc. DNCI also owns and operates the Millstone Unit 2 nuclear unit. In November 2005, the Nuclear Regulatory Commission (NRC) renewed the operating licenses for the Millstone Unit 2 and Unit 3 nuclear units for an additional twenty years. The license for Unit 2 was extended to July 31, 2035 and the license for Unit 3 was extended to November 25, 2045.

A substantial portion of MMWEC's plant investment and financing program is an 11.6% ownership interest in the Seabrook Station nuclear generating unit operated by FPL Energy Seabrook, LLC (FPLE Seabrook), the majority owner and an indirect subsidiary of FPL Group, Inc. In December 2005, the NRC issued an amendment to the operating license that extends the expiration date from October 2026 to March 2030, to recapture the period from 1986 to 1990 during which time Seabrook Station had an operating license, but did not operate. FPLE Seabrook has stated its intention to request an extension of the Seabrook Station operating license beyond March 2030.

Pursuant to the PSAs, the MMWEC Seabrook and Millstone Project Participants are liable for their proportionate share of the costs associated with

decommissioning the plants, which costs are being funded through monthly Project billings. Also the Project Participants are liable for their proportionate share of the uninsured costs of a nuclear incident that might be imposed under the Price-Anderson Act (Act). Originally enacted in 1957, the Act has been renewed several times. In July 2005, as part of the Energy Policy Act of 2005, Congress extended the Act until the end of 2025.

Reading Municipal Light Department has entered into PSAs and Power Purchase Agreements (PPAs) with MMWEC. Under both the PSAs and PPAs, the Department is required to make certain payments to MMWEC payable solely from Department revenues. Under the PSAs, each Participant is unconditionally obligated to make all payments due to MMWEC, whether or not the Project(s) is completed or operating, and notwithstanding the suspension or interruption of the output of the Project(s).

MMWEC is involved in various legal actions. In the opinion of MMWEC management, the outcome of such actions will not have a material adverse effect on the financial position of the company.

As of June 30, 2007, total capital expenditures for MMWEC's Projects amounted to \$ 1,531,945,000, of which \$ 109,862,000 represents the amount associated with the Department's share of Project Capability of the Projects in which it participates, although such amount is not allocated to the Department. MMWEC's debt outstanding for the Projects includes Power Supply System Revenue Bonds totaling \$ 714,635,000, of which \$ 40,447,000 is associated with the Department's share of Project Capability of the Projects in which it participates, although such amount is not allocated to the Department. As of June 30, 2007, MMWEC's total future debt service requirement on outstanding bonds issued for the Projects is \$ 814,765,000, of which \$ 43,648,000 is anticipated to be billed to the Department in the future.

The estimated aggregate amount of Reading Municipal Light Department's required payments under the PSAs and PPAs, exclusive of the Reserve and Contingency Fund billings, to MMWEC at June 30, 2007 and estimated for future years is shown below.

	<u>Annual Costs</u>
For years ended June 30, 2008	\$ 6,495,000
2009	5,458,000
2010	4,866,000
2011	4,674,000
2012	4,658,000
2013 - 2017	17,212,000
2018 - 2019	<u>285,000</u>
Total	\$ <u>43,648,000</u>

In addition, the Department is required to pay to MMWEC, through PSA's, its share of the Operation and Maintenance (O&M) costs of the Projects in which it participates. The Department's total O&M costs including debt service under the PSAs were \$ 17,049,000 and \$ 15,929,000 for the years ended June 30, 2007 and 2006, respectively.

22. Risk Management

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past four fiscal years.

23. Leases

Related Party Transaction - Property Sub-Lease

The Department is sub-leasing facilities to the Reading Massachusetts Town Employees Federal Credit Union. The original sub-lease agreement commenced in December 2000 and ended in November 2005. A new agreement, which extends the lease through November 30, 2008, was signed on December 1, 2005. The following is the future minimum rental income for the years ending June 30:

2008	\$ 8,407
2009	<u>3,630</u>
Total	\$ <u>12,037</u>

Other Income - Property Sub-Lease

The Department is sub-leasing facilities to Reading Community Television Inc. The sub-lease agreement commenced in March 2000 and ends in November 2008. The Department, as lessor, has waived the rent for the term of the lease.

**TOWN OF READING MASSACHUSETTS
CONTRIBUTORY RETIREMENT SYSTEM
REQUIRED SUPPLEMENTARY INFORMATION**

Schedules of Funding Progress and Employer Contributions

The following schedules are presented in accordance with the Governmental Accounting Standards Board Statement 25.

Schedule of Funding Progress:

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b - a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percent- age of Covered Payroll [(b - a)/c]
06/30/00	\$ 54,076	\$ 78,486	\$ 24,410	68.9%	\$ 15,798	154.5%
06/30/01	\$ 58,286	\$ 82,550	\$ 24,264	70.6%	\$ 16,129	150.4%
06/30/02	\$ 60,933	\$ 86,888	\$ 25,955	70.1%	\$ 16,855	153.4%
06/30/03	\$ 62,897	\$ 91,302	\$ 28,405	68.9%	\$ 16,734	167.7%
06/30/04	\$ 66,850	\$ 95,961	\$ 29,111	69.7%	\$ 17,487	166.5%
06/30/05	\$ 71,468	\$ 102,153	\$ 30,685	69.7%	\$ 18,048	170.0%
06/30/06	\$ 77,151	\$ 106,238	\$ 29,087	72.6%	\$ 18,860	154.2%
06/30/07	\$ 84,784	\$ 112,012	\$ 27,228	75.7%	\$ 19,313	141.0%

Schedule of Employer Contributions:

Year Ended June 30	Annual Required Contribution	Percentage Contributed
2000	\$ 2,293,800	100%
2001	2,910,900	100%
2002	2,980,400	100%
2003	3,051,200	100%
2004	3,124,800	100%
2005	3,405,725	100%
2006	3,488,686	100%
2007	3,696,695	100%

The required information presented above was determined as part of the actuarial valuations at the dates indicated. Additional information as of the latest actuarial valuation follows.

Valuation date	June 30, 2007
Actuarial cost method	Entry age normal cost
Amortization method	Payments calculated to increase at 1.5%
Remaining amortization period	17 years

Asset valuation method

Sum of the actuarial value at beginning of year, contributions and investment earnings based on the actuarial interest assumptions less benefit payments plus 20% of market value at end of year in excess of that sum, plus additional adjustments toward market value as necessary to that final actuarial value is within 20% of market value.

Actuarial assumptions:

Investment rate of return

7.75%

Projected salary increase

5.00%

Cost-of-Living adjustment

Cost of living adjustments granted after July 1, 1998 are the responsibility of the Reading Contributory Retirement Board. Adjustments granted from July 1, 1981 to June 30, 1998 are funded by Commonwealth of Massachusetts.

See Independent Auditors' Report.

Town of Reading, Massachusetts

Combining Balance Sheet

Nonmajor Governmental Funds

June 30, 2007

ASSETS

Cash and short-term investments
Investments
Receivables:
Departmental and other
Intergovernmental

TOTAL ASSETS

LIABILITIES AND FUND BALANCES

Liabilities:
Warrants payable
Accrued liabilities
Deferred revenue

TOTAL LIABILITIES

Fund Balances:

Reserved for:
Perpetual (nonexpendable) permanent funds
Unreserved 11/20/2007
Special revenue funds
Capital project funds
Permanent funds

TOTAL FUND BALANCES

TOTAL LIABILITIES AND FUND BALANCES

See notes to financial statements.

Special Revenue Funds		Capital Projects Funds					
	School	Other	Wood End Elementary School	Barrows Elementary School	Other	Permanent Funds	Total
\$	1,519,711	\$ 5,275,118	\$ -	\$ 57,182	\$ (155,334)	\$ 214,197	\$ 6,910,874
	-	4,378,257	-	-	-	2,066,895	6,445,152
	-	888	-	-	-	-	888
	80,137	-	-	-	384,265	-	464,402
\$	1,599,848	\$ 9,654,263	\$ -	\$ 57,182	\$ 228,931	\$ 2,281,092	\$ 13,821,316
\$	119,378	\$ 50,564	\$ -	\$ 4,302	\$ -	\$ -	\$ 174,244
	-	-	-	-	196,970	-	196,970
	-	888	-	-	-	-	888
	119,378	51,452	-	4,302	196,970	-	372,102
	-	-	-	-	-	2,281,092	2,281,092
1,480,470	3,854,806	-	-	-	-	-	5,335,276
	-	-	-	52,880	31,961	-	84,841
	-	5,748,005	-	-	-	-	5,748,005
	1,480,470	9,602,811	-	52,880	31,961	2,281,092	13,449,214
\$	1,599,848	\$ 9,654,263	\$ -	\$ 57,182	\$ 228,931	\$ 2,281,092	\$ 13,821,316

Town of Reading, Massachusetts

Combining Schedule of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Governmental Funds

For The Year Ended June 30, 2007

	Special Revenue Funds		Capital Projects Funds				Permanent Funds	Total
	School	Other	Wood End Elementary School	Barrows Elementary School	Other			
Revenues:								
Departmental	\$ 1,942,131	\$ 1,009,454	\$ -	\$ -	\$ -	\$ -	\$ 2,951,585	
Intergovernmental	3,377,107	593,572	-	3,701,599	913,229	-	8,585,507	
Investment income	-	679,520	-	-	-	-	679,520	
Contributions	225,771	523,281	-	-	-	96,283	845,335	
Other	-	49,470	401	139,313	-	-	189,184	
Total Revenues	5,545,009	2,855,297	401	3,840,912	913,229	96,283	13,251,131	
Expenditures:								
Current:								
General government	-	837,749	-	-	-	-	837,749	
Public safety	-	810,114	-	-	-	-	810,114	
Education	5,126,526	7,040	-	-	-	-	5,133,566	
Public works	-	29,486	-	-	-	-	29,486	
Health and human services	-	278,734	-	-	-	-	278,734	
Culture and recreation	-	515,355	-	-	-	-	515,355	
Capital outlay	-	-	-	-	632,541	-	632,541	
Total Expenditures	5,126,526	2,478,478	-	-	632,541	-	8,237,545	
Excess of revenues over expenditures	418,483	376,819	401	3,840,912	280,688	96,283	5,013,586	
Other Financing Sources (Uses):								
Issuance of Bonds	-	-	1,309,000	-	-	-	1,309,000	
Transfers out	-	(886,371)	-	-	(155,114)	-	(1,041,485)	
Total Other Financing Sources (Uses)	-	(886,371)	1,309,000	-	(155,114)	-	267,515	
Change in fund balances	418,483	(509,552)	1,309,401	3,840,912	125,574	96,283	5,281,101	
Fund Balances, at Beginning of Year	1,061,987	10,112,363	(1,309,401)	(3,788,032)	(93,613)	2,184,809	8,168,113	
Fund Balances, at End of Year	\$ 1,480,470	\$ 9,602,811	\$ -	\$ 52,880	\$ 31,961	\$ 2,281,092	\$ 13,449,214	

See notes to financial statements.

Town of Reading, Massachusetts
Combining Schedule of Net Assets
Nonmajor Proprietary Funds

June 30, 2007

	Business-type Activities - Enterprise Funds			
	<u>Sewer</u>	<u>Landfill Closure and Postclosure</u>	<u>Stormwater Management</u>	<u>Total</u>
<u>ASSETS</u>				
Current:				
Cash and short-term investments	\$ 1,739,578	\$ 105,690	\$ 245,803	\$ 2,091,071
User fees, net of allowance of uncollectibles	1,212,460	-	81,752	1,294,212
Inventory	<u>1,438</u>	<u>-</u>	<u>-</u>	<u>1,438</u>
Total current assets	2,953,476	105,690	327,555	3,386,721
Noncurrent:				
Capital assets being depreciated, net	5,675,131	-	-	5,675,131
Capital assets not being depreciated	<u>76,332</u>	<u>-</u>	<u>-</u>	<u>76,332</u>
Total noncurrent assets	<u>5,751,463</u>	<u>-</u>	<u>-</u>	<u>5,751,463</u>
TOTAL ASSETS	8,704,939	105,690	327,555	9,138,184
<u>LIABILITIES</u>				
Current:				
Warrants payable	16,959	14,548	-	31,507
Other current liabilities	-	91,142	-	91,142
Current portion of long-term liabilities:				
Loans payable	<u>84,842</u>	<u>-</u>	<u>-</u>	<u>84,842</u>
Total current liabilities	101,801	105,690	-	207,491
Noncurrent:				
Loans payable, net of current portion	182,478	-	-	182,478
Accrued employee benefits, net of current portion	<u>5,597</u>	<u>-</u>	<u>12,894</u>	<u>18,491</u>
Total noncurrent liabilities	<u>188,075</u>	<u>-</u>	<u>12,894</u>	<u>200,969</u>
TOTAL LIABILITIES	289,876	105,690	12,894	408,460
<u>NET ASSETS</u>				
Invested in capital assets, net of related debt	5,484,143	-	-	5,484,143
Unrestricted	<u>2,930,920</u>	<u>-</u>	<u>314,661</u>	<u>3,245,581</u>
TOTAL NET ASSETS	<u>\$ 8,415,063</u>	<u>\$ -</u>	<u>\$ 314,661</u>	<u>\$ 8,729,724</u>

See notes to financial statements.

Town of Reading, Massachusetts

Combining Schedule of Revenues, Expenditures and Changes in Fund Net Assets

Nonmajor Proprietary Funds

For The Year Ended June 30, 2007

	Business-type Activities - Enterprise Funds			
	<u>Sewer</u>	<u>Landfill Closure and Postclosure</u>	<u>Stormwater Management</u>	<u>Total</u>
Operating revenues:				
Charges for services	\$ 3,935,470	\$ -	\$ 413,303	\$ 4,348,773
Other	<u>36,996</u>	<u>-</u>	<u>-</u>	<u>36,996</u>
Total Operating Revenues	3,972,466	-	413,303	4,385,769
Operating expenses:				
Energy purchases	23,467	-	-	23,467
Intergovernmental	3,171,403	-	-	3,171,403
Depreciation	297,305	-	-	297,305
Other	<u>751,829</u>	<u>-</u>	<u>98,642</u>	<u>850,471</u>
Total Operating Expenses	<u>4,244,004</u>	<u>-</u>	<u>98,642</u>	<u>4,342,646</u>
Operating Income	(271,538)	-	314,661	43,123
Nonoperating Revenues:				
Investment income	<u>59,775</u>	<u>-</u>	<u>-</u>	<u>59,775</u>
Total Nonoperating Revenues	<u>59,775</u>	<u>-</u>	<u>-</u>	<u>59,775</u>
Changes in Net Assets	(211,763)	-	314,661	102,898
Net Assets at Beginning of Year	<u>8,626,826</u>	<u>-</u>	<u>-</u>	<u>8,626,826</u>
Net Assets at End of Year	<u>\$ 8,415,063</u>	<u>\$ -</u>	<u>\$ 314,661</u>	<u>\$ 8,729,724</u>

See notes to financial statements.

Town of Reading, Massachusetts
Combining Schedule of Cash Flows
Nonmajor Proprietary Funds
For The Year Ended June 30, 2007

	Business-type Activities Enterprise Funds			
	Landfill			
	Sewer	Closure and Postclosure	Stormwater Management	Total
<u>Cash Flows From Operating Activities:</u>				
Receipts from customers and users	\$ 3,935,970	\$ -	\$ 331,551	\$ 4,267,521
Payments to vendors and employees	(807,426)	17,229	(85,748)	(875,945)
Payments to other governments	(3,171,403)	-	-	(3,171,403)
Net Cash Provided (Used) by Operating Activities	(42,859)	17,229	245,803	220,173
<u>Cash Flows From Capital and Related Financing Activities:</u>				
Acquisition of capital assets, net	(387,476)	-	-	(387,476)
Principal payments on bonds and notes	(84,842)	-	-	(84,842)
Net Cash (Used For) Capital and Related Financing Activities	(472,318)	-	-	(472,318)
<u>Cash Flows From Investing Activities:</u>				
Interest income	59,775	-	-	59,775
Net Change in Cash and Short-Term Investments	(455,402)	17,229	245,803	(192,370)
Cash and Short-Term Investments, Beginning of Year	2,194,980	88,461	-	2,283,441
Cash and Short-Term Investments, End of Year	\$ 1,739,578	\$ 105,690	\$ 245,803	\$ 2,091,071
<u>Reconciliation of Operating Income to Net Cash Provided by Operating Activities:</u>				
Operating income (loss)	\$ (271,538)	\$ -	\$ 314,661	\$ 43,123
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation	297,305	-	-	297,305
Changes in net assets and liabilities:				
User fees receivables	(36,496)	-	(81,752)	(118,248)
Inventory and prepayments	324	-	-	324
Warrants and accounts payable	(31,184)	9,367	-	(21,817)
Accrued liabilities	(1,270)	7,862	12,894	19,486
Net Cash Provided By Operating Activities	\$ (42,859)	\$ 17,229	\$ 245,803	\$ 220,173

See notes to financial statements.

DEPARTMENT OF COMMUNITY SERVICES

Board of Selectmen

Selectmen Stephen Goldy and Richard Schubert were re-elected to three year terms. James Bonazoli was elected Chairman, Stephen Goldy was elected Vice Chairman and Ben Tafoya was elected Secretary.

Personnel and Volunteers

Major changes in personnel included:

- Health Administrator Jane Fiore retired;
- Public Health Nurse Trish Faulkner left the employ of the Town;
- Larry Ramdin was hired as Health Administrator;
- Leslie Carabello was hired as Public Health Nurse;
- Dianne Luther was hired as Nurse Advocate, a new position with the Town;
- Carol Kowalski was hired as Town Planner/Community Services Director.

In addition, the Board of Selectmen:

- Approved the creation of a combined Town Planner/Community Services Director position;
- Approved the creation of a Staff Planner position with the salary and benefits being paid out of the Inspections Revolving Fund;
- Approved the creation of the Community Outreach Coordinator/Program Coordinator position, and the Project Director position for the Reading Coalition Against Substance Abuse;
- Re-appointed Brackett & Lucas as Town Counsel;
- Approved new labor contracts with several of the Town's labor unions.

In the area of Boards, Committees and Commissions, the Board of Selectmen:

- Established the ad hoc Tax Classification Study Committee. The Committee met, and completed a detailed report for the Board of Selectmen to advise the Board on whether or not to create a split tax rate.
- Established the ad hoc Birch Meadow Planning Committee. The Committee has worked to develop a detailed plan for the Birch Meadow area, and the term of the Committee has been extended to mid-2008.
- Abolished the Water, Sewer and Storm Water Advisory Committee in light of the Water Treatment Plant being no longer in service.
- Due to the low demand for Constable services, the Selectmen agreed to limit the number of Constables to three. This will go into effect in July of 2008 through attrition.
- Established the Northern Area Greenway Committee to evaluate the possibility of creating a trail system and recreation opportunities along the Ipswich River from Strout Avenue to Haverhill Street. The Committee has made a preliminary report, and has been asked by the Board of Selectmen to continue their operation until the end of March to address some additional details of the plan.
- The ad hoc Community Preservation Act Committee completed its work and made a report to the Board of Selectmen and Town Meeting.

Community Services Department

The following individuals were either newly appointed or re-appointed by the Board of Selectmen to the following Boards, Committees and Commissions:

- James Bonazoli to the Animal Control Appeals Committee;
- John Jarema and Peter Tedesco (Associate) to the Board of Appeals;
- Frank Golden to the Board of Assessors, appointed by the Board of Selectmen and Board of Assessors acting as a “committee of the whole” filling Tom Ryan’s seat since Tom resigned;
- Ronald Stortz and Elise Ciregna to the Board of Cemetery Trustees;
- David Singer to the Board of Health;
- Krissandra Holmes to the Board of Registrars;
- Michele Benson, Gina Snyder, Joan Boegel (Associate), Daniel Blodgett (Associate) and Ray Porter (Associate) to the Advisory Committee on Cities for Climate Protection Program;
- Neil Cohen and John Daly to the Commissioners of Trust Funds;
- Nicholas Safina, John Weston, Israel Maykut (Associate), Christopher Nolty (Associate) and George Katsoufis (Associate) to the Community Planning and Development Commission;
- Mark Wetzel and Annika Scanlon to the Conservation Commission;
- John Della Paolera and Alan Ulrich as Constables;
- Steve Oston, Sally Hoyt, Carole Scrima and Charles McDonald (Associate) to the Council on Aging;
- Lorrain Horn and Elizabeth Whitelam to the Cultural Council;
- Leslie McGonagle, Meghan Young-Tafoya and Michelle Williams (Associate) to the Economic Development Committee;
- Mark Cardono, Sharlene Reynolds Santo, Karen Herrick (Associate) and Susan Patterson (Associate) to the Historical Commission;
- Karen Flammia to the Reading Housing Authority;
- Lori Hodin, James Cormier, Nancy Najmi and Randall Jones (Associate) to the Human Relations Advisory Committee;
- Ben Tafoya to the North Suburban Planning Council;
- Michael DiPetro, Francis Driscoll, Catherine Kaminer and Beth Claroni (Associate) to the Recreation Committee;
- Benjamin Ream, C. Pitt Crandlemire and Douglas Reid to the Telecommunications and Technology Advisory Committee;
- Thomas Connery to the Town Forest Committee;
- Rick Nazzaro and Susan Patterson to the West Street Historic District Commission;
- Karen Herrick, Matthew Wilson and Patricia Lloyd to the ad hoc Community Preservation Act Study Committee;
- Chris Caruso, Ben Ream, Shannon Fratto, Gary Gresh, James Bonazoli, Jamie Maughan, Robert Frechette, Robert Hunt and Mary Ann Kozlowski to the ad hoc Birch Meadow Planning Committee;

Community Services Department

- Camille Anthony, Doug Greene, Barbara Stewart, Frank Driscoll, Pat Lloyd, Mike Collins, Gina Snyder, Heather Clish and Derek Cribb to the ad hoc Open Space and Recreation Planning Working Group Committee;
- Neil Cohen, Karen Gately Herrick, Ben Tafoya, Ken Rossetti, Leslie McGonagle and Richard McDonald to the ad hoc Tax Classification Advisory Committee;
- Matthew Wilson to the ad hoc Northern Area Greenway Task Force.

Community Development

Pearson selected National Development to partner with the Weiner Group to re-develop the Addison-Wesley/Pearson site. In August 2007, the Selectmen voted to approve submitting a Smart Growth 40R Application, and the Town hired Concord Square Development Company as a 40R Consultant for the project with funds provided by National Development. Re-zoning of the Addison-Wesley/Pearson property for mixed-use development, including a 40R development, was approved by Town Meeting in December.

The long-awaited Downtown Improvement Project was awarded by the State in 2007 with construction beginning in early 2008.

The Route 128/I-93 Interchange Project completed its work and will be moving on to the Environmental Impact process. In May 2007, the Board of Selectmen approved a position paper on the Route 128/I-93 Interchange Project.

The Downtown Parking Task Force conducted a survey which showed that there is a shortage of 280 spaces for employees, and a shortage of 120 customer spaces. The Task Force recommended that the Board of Selectmen seek professional help in seeking structured parking. The Town received a grant from the Commonwealth of Massachusetts in the amount of \$50,000 to proceed with this study.

In May 2007, the Board of Selectmen approved a Purchase and Sales Agreement for the purchase of 1481 Main Street with funding coming from a \$400,000 State grant, and the generosity of a donor who donated \$400,000. The property was purchased, and a dedication of the property was held on April 14, 2007.

A Memorial Park Master Plan was developed and approved by the Board of Selectmen. A cy pres petition was filed with the court regarding Memorial Park uses. Proposed improvements to the park included reshaping the ice rinks and adding lights to them, add bocce, horseshoes and volleyball, public parking along Harrison Street, additional shade trees and plantings, a handicapped accessible bucolic pathway through the park, and reconstruction of the tennis court and basketball court. The cost was estimated at \$740,000 and a donor was willing to fund the majority of the work.

The ad hoc Northern Area Greenway Committee was charged with ways to improve public access to the Northern Area Greenway. They developed a plan that includes a main route and an alternative route if the boardwalks do not come to fruition. Spurs would allow access from neighborhoods. They recommended benches and picnicking in the Town Forest area.

The Water Treatment Plant is the headway and should have kiosks. They recommended the construction of a boardwalk to connect the Town Forest to Mill Street, and a pier at the Lobs Pound Mill site along with handicap accessibility. A grant application was submitted to Mass. Riverway to do a feasibility study. In the Mattera Conservation area, they suggested construction of a 400 foot trail ending at Bare Meadow. The Committee also recommended that the Town acquire Lot 245-5 and Lot 235-4. The need for sign standardization, kiosks and new trail maps were noted.

The ad hoc Birch Meadow Master Plan Committee was charged with developing a master plan for recreational use of the Birch Meadow Area. A survey was sent out and the results showed that residents of the Town enjoy big open areas, desire to rebuild Imagination Station, want more fields and a pool. There was discussion about reconfiguring the fields and putting an open air pavilion near the batting cage area with picnic tables, concession stand and restrooms. The Committee recommended using the Imagination Station site in the same spirit in the same location. The Committee suggested that a splash park would be more viable than a pool, and there was discussion about putting the splash park next to Imagination Station for the whole community to use since it would be the only one in Town.

An outcry from the residents for an “early cup of coffee” resulted in a change of the Town’s Bylaws regarding hours of operation for retail businesses. The Selectmen adopted a policy regarding a waiver of the hours of operation to allow retail businesses to open before 6:00 a.m. The first application to the Board of Selectmen was denied in July, and the applicant was advised to re-apply after six months.

In an effort to help revitalize the Downtown area, the Board of Selectmen discussed putting an Article on the 2008 Annual Town Meeting Warrant to allow restaurants with less than 100 seats to have an All Alcoholic Liquor License.

The ad hoc Community Preservation Act Study Committee recommended that the Selectmen place the Community Preservation Act on the Warrant for Town Meeting consideration, to recommend that the first \$100,000 on residential properties be exempt, to exempt low-income housing and low or moderate income senior housing, and to propose a 2% surcharge.

The efforts at combating substance abuse in Reading lead to the formation of a non-profit group – Reading Coalition Against Substance Abuse (RCASA). This organization was formed in September 2006, and was the recipient of a \$10,000 planning grant. The 21 member board met monthly and has made great strides in organizing to combat substance abuse.

The Town applied for and was awarded a very competitive \$100,000 a year, five year Drug Free Community grant which allows the Town to hire staff and move the RCASA agenda forward. Staff was hired in early 2008.

Infrastructure

In October 2007, the Selectmen approved the Water Supply Continuation Agreement between the Massachusetts Water Resources Authority and the Town of Reading with a term expiring June 30, 2016. The Town is now completely dependent on the MWRA for water supply, and has suspended the use of the local water supply.

The following road resurfacing projects were completed in 2007: Bancroft Avenue (Lowell Street to Middlesex Avenue), Cumberland Road, Franklin Street (Main Street to Haverhill Street), Franklin Terrace, Governors Drive, Hampshire Road, Hillcrest Road, Lawrence Road, Locust Street (Main Street to Highland Street), Maple Ridge Road, Wells Road, Wentworth Road, Woodland Street (John Carver Road easterly), Tennyson Road – partial overlay/repair, Coolidge Road – partial overlay/repair, Springvale Road – partial overlay/repair, Milton Road – partial overlay/repair, Barrows Road (Lowell Street northerly) – full overlay, Longview Road – full overlay, Vine Street (High Street to Mineral Street) – full overlay.

Granite curb and sidewalks were installed on the following streets in 2007: Franklin Street (Main Street to Grove Street – westerly side), West Street (Enos Circle to Catherine Avenue – westerly side only). Granite curb only was installed on Bancroft Avenue (Lowell Street to Middlesex Avenue), Franklin Street (Main Street to Partridge Road – northerly side only), Governors Drive (westerly side only), Hampshire Road at Main Street, Hillcrest Road (Scotland Road to 56 Scotland Road and Ellis Avenue to Oak Street), Locust Street (Main Street to Beacon Street), Lawrence Road (Main Street to 42 Lawrence Road), Woodland Street (John Carver Road easterly).

The following improvements were made and equipment purchased in 2007:

April 2007

- School building improvements - \$85,000
- Town building improvements - \$70,000
- Library furnishings - \$16,500
- Public Works equipment - \$277,000
- Recreation improvements (playground) - \$25,000
- Roadway improvements - \$341,100
- Debt authorized for:
 - Downtown improvement - (\$650,000)
 - Financial systems - (\$1,250,000)
 - Fire engine - (\$410,000)
 - Artificial turf field - (\$650,000)

November 2007

- School building improvements - \$90,000
- Town building improvements - \$70,000
- Technology - \$117,000
- Library - \$10,000

November 2007 (Continued)

- Public Safety - \$35,000
- Public Works equipment - \$445,400
- Roadway improvements - \$165,000
- Debt authorized for
 - A new Fire Department ladder truck - (\$800,000)
 - Tennis courts at Birch Meadow - (\$485,000)

Financial

The ad hoc Tax Classification Task Force studied the notion of shifting the tax rate. The Task Force voted to recommend adopting a shift of 10% of the residential rate the 1st year, 0% the 2nd year and 15% the 3rd year, and if the Board should shift the tax rate to implement the maximum commercial tax exemption available under law. After input from business owners and much deliberation, the Board of Selectmen voted to not shift the tax rate.

The Town's financial situation continues to be excellent, with appropriate cash reserves and the ability to continue supplemental capital projects. This is due to consistent, sustainable and conservative budgeting, and the establishment by the Finance Committee of sound financial policies and goals.

The Town's bond rating by Moody's was upgraded from A1 to Aa3 thanks to the hard work of the Town Accountant Gail LaPointe and Assistant Town Manager /Finance Director Bob LeLacheur, and building on the previous strong financial base built by the retired Town Accountant Richard Foley and retired Finance Director Beth Klepeis.

CONSERVATION DIVISION

The Conservation Commission was established in 1960 under Section 8C of Chapter 40 of the Massachusetts General Laws for the promotion and the development of the natural resources, and for the protection of watershed resources in Reading. The Commission has worked since that time to acquire and maintain hundreds of acres of conservation land within the Town for public enjoyment and resource protection.

In 1972, the Conservation Commission was given regulatory authority to administer the new Wetlands Protection Act, Section 40 of Chapter 131 of the Massachusetts General Laws. Over the years, the Commission's role in the administration of the Wetlands Protection Act has been further defined through regulations and policies issued by the Massachusetts Department of Environmental Protection.

In 1980, the Town adopted Section 5.7 of the Reading General Bylaws, the Wetlands Protection Bylaw. The Commission subsequently promulgated the Reading Wetlands Protection Regulations under the bylaw. From time to time, Town Meeting has amended the bylaw, and the Commission has amended the regulations most recently in July of 2006. The amendments serve to clarify the language, to make it consistent with recent changes in the State law and regulations, and to assure revenues from filing fees.

Wetlands Protection Activities

During 2007, the Conservation Commission reviewed 41 permit applications for proposed work and wetlands delineation. The Commission held 127 public hearings and public meetings, and performed 128 site inspections regarding the permit applications and construction. The Commission also issued 85 decisions including permits, resource area delineations, extensions and amendments. The Commission made final site inspections, and closed 49 project files in a concerted effort to update records. The Commission identified 30 violations and resolved most of them, and successfully defended its position in two appeals to DEP. The Administrator reviewed and signed off on 677 building permits, 26 minor projects and performed 424 site inspections. The Commission collected \$4,460.50 in filing fees under the Wetlands Protection Act, and \$16,059.95 under the Wetlands Protection Bylaw.

Major projects under permitting review and/or construction oversight by the Commission in 2007 included:

- Three multi-family developments that include affordable housing, two of which were fully occupied by the end of the year;
- Two single-family Habitat for Humanity houses also occupied by the end of the year;
- Three subdivisions under construction;
- Major construction and renovations of the Reading Memorial High School including final grading and drainage improvements and resolution of erosion problems;
- Final certification of work at the Wood End Elementary School;
- Final work at the Barrows Elementary School, and proposed playing field at Parker Middle School;
- Commercial property improvements at 10 sites on Walkers Brook Drive and New Crossing Road including two grocery stores, a health care center, two restaurants, an auto dealership, an office building, a gas station, a bank, other retail uses, hazardous waste clean-up projects, and resolution of flooding by a beaver dam;
- Mitigation and wetlands restoration work to correct impacts of the hazardous materials releases at three other commercial sites;
- An addition to Quannapowitt Theater with storm water management improvements;
- Town improvement projects including: Park improvements in Hunt Park, Bancroft Avenue, Memorial Park and Wood End School, paving and storm water management on Woodland Street and drainage improvements off County Road;
- Preliminary designs by the Mass. Highway Department for replacement of the Ipswich River Bridge on Main Street, landfill capping at the Causeway Road Depot, and improvements in the I-93/I-95 Intersection.

The Commission and the Administrator worked with Town Counsel to defend the appeal of two Commission decisions to pursue a significant violation in court, and to resolve other violations with the land owners. The Administrator worked with other Town staff on the implementation of the Petroleum Storage Bylaw, with the Federal Emergency Management Agency on updating Flood Insurance Rate Maps, with the Metropolitan Area Planning Council

on a Hazard Mitigation Plan, with the Town Planner on updating the Commonwealth Capital Rating, with the U.S. Fish and Wildlife Service on wetland and waterway improvements, and with website managers on posting information and links on the new Town website.

Natural Resources Conservation Activities

With the help of State funding and a generous private donation in 2007, the Commission completed purchase of 1481 Main Street as an addition to Bare Meadow and headquarters for the Ipswich River ("Northern Area") Greenway. The Commission worked with the Recreation Division, Board of Selectmen, legislative representatives, the Public Works Department and others to demolish a building, provide a parking lot and sign, and to dedicate the property as the Mattera Conservation Area last Fall. We hope to find a tenant and begin programs in 2008.

Commissioner Mark Wetzel served on the Community Preservation Act Study Committee. Will Finch served on the Northern Area Greenway Study Committee which presented recommendations to the Board of Selectmen in December. Jamie Maughan served on the Birch Meadow Study Committee which also presented preliminary plans to the Selectmen in December. Doug Greene and Barbara Stewart served on the Open Space and Recreation Plan Study Committee which presented a draft plan to the Massachusetts Division of Conservation Services in August.

Other open space and natural resource achievements in 2007 include:

- Working with the Reading Open Land Trust on the dedication of the land given by Ben Nichols to the Land Trust. This parcel provides an important trail connection between Sledge Woods and Kurchian Woods.
- Inviting a number of Reading organizations who take an active interest in trails and other pedestrian and bicycle paths to a "summit" meeting to learn from each other, and begin to coordinate their efforts. This led to an "Adopt-A-Trail" training session by instructors from the Appalachian Mountain Club, and plans for additional work in 2008 to create standards for trail marking, construction and volunteer activities, and to improve signs and maps. Anyone interested in joining this effort should contact the Conservation Division Office at Town Hall. The phone number is 781-942-6616.
- Joining other environmental organizations in the celebration of Earth Day hosted by the Reading Municipal Light Department.
- Working with a number of Scouts on trail improvement projects in Bare Meadow, the Town Forest and Higgins Conservation Area, and also the installation of bluebird nesting boxes in Bare Meadow.
- Working with the Ipswich River Watershed Association and the Army Corps of Engineers on the installation of a stream gauge at the Mill Street Bridge.
- Receiving a Riverways Adopt-A-Stream Grant to study the feasibility of a boardwalk along the Ipswich River to connect the Town Forest trails to Conservation areas on Mill Street and Main Street.

Community Services Department

- Entering an agreement with the Massachusetts Department of Fish and Game Access Board for design and construction of an accessible fishing dock at Lobs Pound Mill.
- Supporting preliminary plans for decommissioning the Water Treatment Plant and creating a park in its place.

Membership and Office Management

During 2007, Doug Greene, Will Finch, Bill Hecht, Mark Wetzel, Jamie Maughan, Barbara Stewart and Annika Scanlon continued in service on the Commission along with Leo Kenney, our consultant. Mark Wetzel served as Chairman and Bill Hecht served as Vice Chairman.

Fran Fink continued as Conservation Administrator, and Ann Gentile began service as the Recording Secretary. The Commissioners and the Administrator attended various workshops and courses during the year to stay current with open space protection and wetland regulation practices.

The Commission's Office is located in the Community Services Department on the first floor of Town Hall. The phone number is 781-942-6616.

Respectfully submitted,

Fran Fink, Conservation Administrator

ELDER/HUMAN SERVICES DIVISION

The Division of Elder/Human Services provides social services, advocacy, activities, transportation, educational programs, and a meal site for Reading residents aged 60 and over. Home delivered meals are available for homebound elders through the Mystic Valley Elder Services' Meals on Wheels Program.

In addition, the Division offers information, support and referrals to seniors and their adult children, and friends and caregivers about a variety of aging concerns. For those under age 60, the Division provides social services and holiday programs.

The staff currently consists of an Administrator (37.5 hrs./wk.), a Social Worker (37.5 hrs./wk.), a Senior Center Coordinator (35 hrs./wk.), a Van Driver (32.5 hrs./wk.), a Coordinator of Volunteers (21 hrs./wk.), a Nurse Advocate (21 hrs./wk.) and a Clerk (19 hrs./wk.).

This year, highlights for the Division included the following:

- In September, a Nurse Advocate was hired. This new position, approved by Town Meeting in the Spring of 2007, responds to an important need within the community. The Nurse Advocate is dedicated to helping Reading seniors manage their health care needs. She helps seniors understand their medical conditions, medications and treatments, and also assists seniors in developing strategies for living safely and in planning for their future needs.

The Nurse Advocate is available to advocate and help seniors navigate the complex health care system. She is especially focused on reaching out to seniors who live alone, and do not have someone nearby for support.

- Delivery of a new 14 passenger van from the State (80%) and the Burbank Trust Fund (20%).
- Development of a resource notebook for first responders with a list of after hours phone numbers for shelters, hot lines, financial assistance, emergency food supply, etc. Seventy booklets were distributed to fire and police personnel.
- With funds from the formula grant, the former computer lab at the Senior Center was converted into three cubicle office spaces. The Nurse Advocate, the Van Driver and the Senior Center Coordinator now share this space. The computer lab has been relocated to the lower level.
- In a beginning effort to help seniors prepare for potential emergencies, the Division developed a form to gather information about what preparations seniors already had in place, what options and obstacles they would have if told to evacuate their homes, and their personal health challenges. In October, the forms were mailed within the newsletter to every senior (60+) household in Reading. The first round of distributed forms brought back a return of 2%.
- Through a generous private donation, the Division was given a one year RCTV membership. To date, a few seniors and one staff person have been trained to operate RCTV's recording equipment. Our goal is to videotape some Senior Center programs for homebound seniors.
- The following new volunteer positions were developed in response to community and staff needs: Shopping Escort, Medical Companion and Senior Center Decorators.
- In December 2006, the local taxi company closed its doors. The medical rides the taxi company had been providing were transferred to MassTran, a specialized transportation service. This service is funded by the Hospital Trust Fund, and available to those who meet the established income qualification.
- The Division acquired six "newer" computers through a lease agreement with Mystic Valley Elder Services. Five of the computers are being utilized in the Senior Center computer lab and one is being used by a staff member.

Social Service

Our Social Worker addresses the needs and concerns of Reading residents of all ages. Assistance for those under age 60 often involves crisis intervention, goal setting, information and referrals about financial, housing, mental health and disabilities-related concerns. For those age 60 and over, assistance includes crisis intervention, EAP-model of case management, addressing housing concerns, mediating intergenerational disputes, intervening in cases of neglect, loneliness or depression, coordinating appointments with area medical and social service agencies, as well as providing information and referrals with regard to nursing home placement and eligibility screening for State and Federal programs. Assisting relatives and friends of seniors with all the above concerns is another important service our Social Worker provides.

Community Services Department

During 2007, our Social Worker had over 2,921 contacts with approximately 1,243 people who required assistance of some kind. In addition, she leads occasional discussion/support group at the Senior Center. Our Social Worker provides eligibility screening for, and assistance with, applications for Fuel Assistance, the Reading Food Pantry and various transportation programs. In 2007, she completed these tasks for 78 individuals/families to the Reading Food Pantry, 149 certifications for medical transportation, and assisted 111 households with their Fuel Assistance applications. Our Home Heating Financial Assistance Program provided \$690.00 in assistance during 2007.

Senior Center

The Senior Center Coordinator's primary responsibility is to manage the daily operations of the Senior Center including the care of the facility and the coordination of activities. Our Senior Center is a hub of activity, Monday through Friday, as can be seen from the following chart:

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Cribbage	Bingo	Billiards	Bingo	Chess
Movies	Motion to Music - aerobics	Knitters	Motion to Music-aerobics	Strength Training
Open Computer Lab	Computer Lessons	Computer Lessons	Book Discussion	Party Bridge
Tai Chi	Officer Jim*	Quilting	Congressman* Tierney's Office	Open Computer Lab
Hairdresser*	Open Computer Lab	Line Dancing	Open Computer Lab	AA
Birthday Lunch*	Shred-dit	Lunch & Trivia*	Scuttlebutt*	Shred-dit
Money Matters*		Low Vision*	Podiatry Clinic*	
Legal Clinic*		Open Computer Lab	Rogers Hearing*	
Cholesterol Screening**		Shred-dit	Blood Pressure Clinic**	
Shred-dit			Visit with the* Town Manager	
			Use it or Lose it – Game Day	
			Shred-dit	
			Selectman Steve Goldy*	

* Meet monthly

** Provided by the Reading Health Department

New programs added during 2007 include: Reiki, Lunch & Trivia, Line Dancing; Ballroom Dancing Lessons, Practice Ballroom Dancing, six-week Arthritis Self-Help Group Fashion Show, Community Puzzle, Shred-dit, Use it or Lose it – Game Day, visit with Selectman Stephen Goldy, Roger's Hearing Screenings and visit with Officer Jim.

Support groups like Low Vision and Scuttlebutt provide participants with an opportunity to express their feelings, and gain insights from other participants' experiences. Guest speakers are often invited to present differing views.

The Elder/Human Services Division strives to provide Reading seniors with the tools and information they need to self-advocate, and make informed decisions about their lives. Accordingly, we have arranged for the following free consultations to be available at the Senior Center on a monthly basis:

- Financial – EdwardJones and Union Trust Mortgage Corp.
- Legal – Elder Law Attorney Karol Bisbee
- Hearing – Roger's Hearing Solutions
- SHINE - Serving the Health Information Needs of Elders - Health Insurance

The Division also coordinates a variety of educational and social programs throughout the year, and is committed to providing quality, up-to-date information to our residents on matters important to their lives. In 2007, the Division sponsored a variety of lectures and educational programs.

Examples of the educational seminars and programs held at the Senior Center include:

- Register of Probate *sponsored by Register of Probate Middlesex County*
- Estate Planning *sponsored by Attorney Brian Snell*
- Stroke Prevention *sponsored by LifeLine Screening*
- Home Care vs. Long Term Care *sponsored by ABC Home & Healthcare Professionals*
- Active Adult Housing Seminar *sponsored by Boardwalk Realty*
- Meter Tune-ups for Diabetics *sponsored by Neighbor Diabetes*
- Health Screenings *sponsored by LifeLine*
- Reiki *sponsored by Jan MacKay, local Reiki practitioner*
- Property Tax Relief *sponsored by State Department of Revenue*
- Estate Planning and HIPPA *sponsored by Attorney Brian Snell*
- Jump Start Your Day *sponsored by Mystic Valley Elder Services*
- The Link Between Trans Fats & Heart Disease *sponsored by Winchester Hospital*
- Estate Planning, End of Life Issues & Pre-planning Funeral Seminar *sponsored by Douglass, Edgerley & Bessom Funeral Home*
- Debtor's Rights *sponsored by Attorney Dan Bartley*
- Healing After Loss *sponsored by the Center for Grief and Healing*
- Programs and Services of the BBB *sponsored by Better Business Bureau*
- New CharlieCards *sponsored by MBTA*
- Arthritis Self-Help *sponsored by The Arthritis Foundation*
- Hit the Road *sponsored by AAA Travel*

Community Services Department

- Healing Arthritis with Acupuncture *sponsored by Winchester Hospital*
- Preventing Falls in the Home *sponsored by Hallmark Health VNA*
- Alert Response Systems *sponsored by Alert Response Systems*
- Weight Management Seminar *sponsored by Dr. Keith Briggs*
- Humor and Health *sponsored by Hallmark Health and VNA*
- Are you ready for an emergency? *sponsored by Greater Medford VNA*
- Reverse Mortgage Workshop *sponsored by Financial Reverse Seminars*
- Protecting Your Nest Egg *sponsored by New York Life Retirement Plan Services*
- Omega-3s: Why are they good for your heart? *sponsored by Mystic Valley Elder Services*
- Long Term Care *sponsored by Karol Bisbee, Elder Law Attorney*
- Hallmark Health Medical Center *sponsored by Hallmark Health VNA*
- Mindfulness Exercise Program *sponsored by Stacey Morris, LSW*
- Maintaining Bone Health *sponsored by Walgreens*
- Downtown Changes *sponsored by Town of Reading*

Examples of social programs held at the Senior Center include:

- Monthly Special Lunch *sponsored by Mystic Valley Elder Services*
- Monthly Birthday Lunch *sponsored by Reading Elder Services*
- Red Hat Tea *sponsored by The Red Hat Society*
- Sing-a-Long at Lunchtime *sponsored by Junior Girl Scouts*
- Fashion Show *sponsored by The Corner Closet*
- Gift Wrapping with the Girl Scouts *sponsored by the Girl Scouts*
- Buddy Club *sponsored by Coolidge Middle School Peer Leaders*
- Annual St. Patrick's Day Dinner *sponsored by the Knights of Columbus*
- Annual Lion's Italian Dinner *sponsored by Reading Lion's Club*
- Mason's Annual Cookout *sponsored by Reading Masons*
- Annual Ham and Bean Supper *sponsored by Reading Police Department*
- Halloween Party *sponsored by Wingate*
- Winter Solstice Celebration *sponsored by First Baptist Sunday Morning Women's Group*
- Annual Barbecue *sponsored by Mystic Valley Elder Services*
- Ballroom Dancing *sponsored by a State grant*

Examples of programs held off-site include:

- Container Gardner *sponsored by Reading Garden Club*
- Italian Dinner *sponsored by Coolidge Middle School Peer Leaders – School*
- Elk's Summer Cookout *sponsored by the Wakefield Elk's – Wakefield*
- Monthly Breakfast Out Club – *Raphael's, North Reading*
- Senior Tea *sponsored by Joshua Easton School – School*
- Lunch at Birch Meadow School *sponsored by 4th and 5th grade students*
- Movie Theme Dinner *sponsored by Coolidge Middle School Peer Leaders – School*

The Division provided joint programming for the seniors with several Town Department including the Veterans' Agent, the Public Library, the Health, Fire and Police Departments, Coolidge Middle School, Birch Meadow School, Joshua Easton School, Reading Memorial High School, RMLD and RCTV. We also collaborated with several civic clubs, scout troops, local businesses and social service agencies.

Volunteers

The Division recognizes the importance of volunteers. Few of our programs would run smoothly without volunteers from the community. The volunteers themselves learn new skills, meet new people, and enjoy an increased sense of self worth. For these reasons, the Division places great emphasis on offering a variety of volunteer opportunities for a diverse set of skills, abilities and interests.

Our Coordinator of Volunteers matches volunteers to various community service positions, many of which specifically aid Reading's older population. This year, an average of 178 seniors per month benefit from our volunteers' efforts. Some of the positions filled by volunteers include a Senior Center Receptionist, Adopt-An-Island Gardeners, Book Discussion Leaders, Bingo Callers, Income Tax Preparers, Computer Instructors, COA Board Members, Repairman, Friendly Visitors, Office Workers, Newsletter Editor, Kitchen Helpers, Shoppers for Homebound Seniors and Shopping Assistants.

Volunteer opportunities created in 2007 include Senior Center Decorators, Medical Companions and Shopping and Medical Escorts. In total, 722 volunteers gave 7,200 hours of service during the year. If the Town had to pay for these services, it would cost approximately \$130,230*.

*According to volunteer hourly rate set by the Executive Office of Elder Affairs.

Intergenerational projects continue to be an important teaching tool for cooperation among the generations. Students served the seniors lunch, and helped with yard work and snow shoveling. They created a Pen Pal Program, performed at the Senior Center, and prepared dinner and entertainment for the seniors at their schools. They also made cards, cookies and tray favors at holiday times and even helped wrap gifts. These events are becoming increasingly popular with the seniors and the middle school students.

Lunch Time Meals

The Senior Center's Daily Nutrition Program is provided by the Mystic Valley Elder Services, Inc. (MVES). In an effort to increase attendance at lunch, we often offer concurrent games, programs and/or entertainment.

There are 20 meal site volunteers who help serve and clean up after the noontime meal at the Senior Center. Socialization is an important component of this program. In 2007, a total of 5,016 lunches were served at the Senior Center.

In FY 2007, the MVES' Meals on Wheels Program delivered a total of 21,483 meals to 166 participants. The roster of participants changes as people become well enough to prepare their own meals or move to other levels of care. A variety of meals are delivered: Lunch meals, evening meals, clinical diets, and frozen meals for the weekend. A variety of "clinical diet" meals are also available including no concentrated sweets, diabetic, low fiber, high fiber, low lactose, renal or pureed.

Van Transportation

The Van Transportation Program provides a vital service for those seniors who don't drive. Transportation is provided in town for the following purposes: Banking, grocery shopping, voting, medical appointments, personal appointments, pharmacy needs, going to breakfast and visiting the Senior Center. For younger residents, the van services offer transportation to and from the Food Pantry and other vital destinations. In 2007, the van made 7,916 one-way trips transporting an average of 72 unduplicated passengers per month multiple times.

The Division was awarded a grant from the Executive Office of Transportation for a new van. The grant covered 80% of the cost of the new van (\$44,233.60) and the Burbank Trust Fund, with the Council on Aging's approval, provided the remaining 20% (\$11,593.40).

The new van seats 14 passengers and, if needed, two wheelchair passengers. It is also equipped with a wheelchair lift. The new van was delivered in March 2007.

Newsletter

The Pleasantries Newsletter is a monthly publication created by the Division and published by Senior Citizen's Publishing, Inc. (SCP). There is no cost to the Town for this arrangement. SCP's revenue is derived from selling advertising space in the Newsletter.

The newsletters are delivered to approximately 3,060 senior households in Reading three times a year. The Burbank Trust Fund provides the funding for postage. During the other nine months, 850 copies of the newsletter are available at several locations around town. The goal of the newsletter is to increase awareness of the programs and services available to Reading's seniors and their caregivers.

Property Tax Worker Program

The Division coordinates the Property Tax Worker Program which allows Reading seniors to perform various tasks for Town Departments in exchange for an abatement on their property taxes. The program is open to Reading residents age 65 and over or disabled who own property and have a household income that does not exceed limits set by the program. There are currently 21 positions available, and each participant can earn a maximum of \$750 per year. In 2007, participants were compensated at a rate of \$7.00 per hour from January – June 2007, and \$7.50 per hour from July - December. As of January 2007, the program has been funded through the Assessor's Overlay Account.

Burbank Trust Fund

In 2007, the Council on Aging approved expenditures from the Dorothy L. Burbank Trust to pay for the following: Three full-page advertisements of our programs in the Reading Recreation Community Guide, three months of postage cost for bulk mailings of the newsletter, 20% of the cost of the new van, a new DVD/VCR player, monthly entertainment for the Senior Center's Special Lunch Program, birthday cake, gift certificates, and lunch for the monthly birthday celebrants were paid from this Trust Fund until February 1, 2007 when the cost was transferred to the Schroeder Trust Fund.

Schroeder Trust Fund

In 2007, funds from the Schroeder Trust were used to purchase and deliver flowers for seniors who experienced an extended illness. Hot Thanksgiving and/or Christmas meals were also purchased for those seniors who were going to be alone for the holidays. Thirty meals were provided for each Thanksgiving and Christmas. All meals were delivered by COA Board Members. Beginning February 1, 2007, the cost of the monthly birthday cake, lunch and gift certificates were funded from the Schroeder Trust Fund.

Donations

Many individuals and organizations have generously supported the Elder/Human Services' efforts by providing money, gifts and in-kind services. Some of the donations have included sponsorship of an event or programs, Senior Center decorations, baked goods, gift certificates from local businesses, an umbrella stand, a karaoke system, paper cups and plates, a microwave, a low-vision magnifying machine, six "newer" computers, a voice amplification system, RCTV membership, flowers, plants, art work, refreshments and more.

In 2007, the Hitching Post, in conjunction with Shop the Block Night, raffled a basket of gift items with all the proceeds benefiting the Adopt-A-Family Program.

Adopt-A-Family Holiday Program

Each year, Elder/Human Services coordinates the Adopt-A-Family Holiday Program which matches low-income Reading families with confidential donors of food and gifts for children. Reading residents, businesses, out-of-town businesses that employ Reading residents, youth organizations, school groups, nursery schools, churches and municipal departments join together to make this program a success.

This past year, 91 donor groups, families and individuals made donations of food and gifts to the Adopt-A-Family Program.

<u>Recipients</u>	<u>Households</u>	<u>Adults/Children</u>
Thanksgiving Food	52	93+111 = 204
Christmas Food/Gifts	64	64+131 = 195

COA Hot Meals

The Social Worker supplies the Council on Aging with a list of 30 seniors who would welcome a Thanksgiving meal and a visitor, and another 30 for around Christmas time. (This task is more difficult than it sounds as many seniors are uncomfortable accepting assistance.) The meals are purchased from Boston Market using Schroeder Trust Funds and are delivered by COA Board Members.

Christmas Gifts

The Social Worker gathers gift wishes from 25 seniors. The Young Women's League purchases and wraps the gifts, and the Elder/Human Services' staff delivers the gifts.

Christmas Baskets

The Social Worker supplies the Wakefield Elks with a list of 10 seniors who would welcome receiving a basket of uncooked holiday food.

Emergency Funds

The Division has two revolving funds - the Elder Services Revolving Fund covers emergency situations for persons age 60 and older who lack financial resources to cover basic needs or emergencies, and the Human Services Revolving Fund for persons under age 60 who lack financial resources for emergency situations.

Council on Aging Board

During 2007, the Council on Aging experienced some changes. Steve Oston joined us as a board member and Betty Cronin resigned.

Respectfully submitted,

Dawn Folopoulos, Elder/Human Services Administrator

HEALTH DIVISION

The Health Division provides public health services to the residents of Reading through the concept of protection, promotion and prevention, and by employing a variety of complex scientific principles. In providing core public health services to the residents of Reading, we utilize a variety of skill sets that are specific to a variety of professional disciplines on a daily basis.

The Health Division seeks to ensure that the residents of Reading are not only protected from public health hazards but are also prepared to respond, if and when the need arises. This requires a wide knowledge base, technical skills and use of specialized equipment such as the following:

Community Services Department

Epidemiology
Microbiology
Pathophysiology
Pharmacology
Soil and Water Pollution
Soil Science
Solid Waste Disposal
Water Chemistry/Analysis
Light Physics

Food Chemistry
Plumbing, Electrical and Building Science
Heating and Ventilation Science
Environmental Sanitation
Sound Physics
Radiation Physics
Veterinary Science
Pest Control
All Hazards Response

Board of Health

The Board of Health continues to provide strong leadership and guidance in developing public health policy for administering public health in the Town under the able leadership of Chair Barbara Meade, Secretary Colleen Hennessey-Seferian and Member Dr. David Mitchell-Singer. The Board met with the Board of Selectmen to promulgate Animal Control Regulations, and has held a number of hearings on a variety of public health concerns.

Staffing

There was a major transition in the Health Department in the last quarter of 2007. Jane Fiore, BSN, RN CHO, the long-standing Health Administrator, retired after 21 years of dedicated service to Reading. Mrs. Fiore had served the Town diligently by ensuring that the public health services were well provided. Her foresight and planning has prepared the Health Division and the Town of Reading to respond to future public health challenges in an ever changing environment. We wish her well in her retirement, and offer our gratitude for the many years of unstinting service and dedication to public health in Reading and Massachusetts as a whole.

RN Patricia Faulkner, Public Health Nurse, terminated her employment with the Town to further her education as well as pursue other endeavors. We wish her well in her endeavors for the future.

Larry Ramdin, MA, REHS, CHO, joined the Health Division on October 1, 2007 as the new Health Administrator. Mr. Ramdin has over 30 years in the public health field, and he brings a wealth of knowledge and diverse experience to the Health Division which will be an asset to the Town as it provides public health services to residents.

RN Leslie Carabello, BSN, Public Health Nurse, also joined the Health Division team in January 2008. Ms. Carabello was previously a Public Health Nurse in Danvers, and most recently an Emergency Preparedness Coordinator in the Town of Amesbury.

Environmental Health

The Health Division is charged with administering State public laws and regulations. The Environmental Health unit enforces a variety of Federal, State and local public health and environmental laws and regulations.

Joan Vitale, the Health Inspector, inspects restaurants, housing, swimming pools, massage establishments, tanning establishments, and responds to public health complaints. She is a Certified Food Manager and a Certified Pool Operator. She is required to display skill sets utilized by a variety of specific scientific and professional disciplines in her daily routine. Additionally, she is also required to work in a high stress environment where she is involved in conflict resolution and dealing with personality challenges. She is diligent, skilled and seeks to achieve compliance through education in a cooperative, courteous and professional manner.

The duties of the Health Inspector include the following:

- Food establishment inspections
- Food borne illness investigations
- Swimming pool inspections and sampling
- General nuisance complaint investigations
- Housing inspections

Community Health/Public Health Nursing

The Public Health Nurse is a 32.5 hours/week position; however, the dedication of the Nurse has allowed for provision of extensive services including:

- Tuberculosis screenings
- Preventative immunizations
- Communicable disease investigations
- Wellness Clinics - Blood pressure and cholesterol screenings
- Emergency preparedness including pandemic flu and medical response to bio-terror events
- Summer Camp inspections
- Wellness/Health lifestyle training and presentations

During this period, RN Patricia Faulkner was actively involved in setting up the regional Medical Reserve Corps. (MRC) to provide volunteer medical/clinical services to the communities in the region in the event of an emergency. Through Jane Fiore's and Patricia Faulkner's outstanding guidance and efforts, the Greater River Valley MRC covering the Andover, Lawrence, Methuen, North Andover, North Reading, Lynnfield and Reading was established.

During this period, the following services were provided:

- 168 wellness clinics
- 1415 preventative immunizations
- 380 preventative screenings

During the period that the Health Division was without a Public Health Nurse, Dianne Luther, Nurse Advocate, provided interim public health nursing services so the essential PHN functions could continue. Unfortunately, wellness clinics had to be suspended but were resumed in January 2008 when PHN Leslie Carabello assumed her duties.

Emergency Preparedness

During the year, under the leadership of Jane Fiore, the previous Health Administrator, the Town of Reading entered into a Memorandum of Understanding (MOU) with other towns in the Regional Public Preparedness Coalition where the communities of Andover, Lawrence, Methuen, North Andover, North Reading, Lynnfield and Reading will provide/complement public health services in the member towns during emergencies.

Other Services

The Health Division participates in the Eastern Middlesex Mosquito Control Project (EMMCP). Reading faces the challenges of dealing not only with the West Nile Virus threat but also has to be concerned with the Eastern Equine Encephalitis (EEE). The EMMCP employs control methods for the mosquito vectors of these illnesses both in the adult and larval stages.

Dead animals are collected and disposed of under contract to prevent the spread of disease and fouling of the environment.

The Health Division continues to administer the Weights and Measures Program which is currently contracted to the Commonwealth of Massachusetts Department of Consumer Affairs. Also, we continue to support the Riverside Mental Health and The Eastern Middlesex Association of Retarded Citizens who provide invaluable health services to the Reading community.

We worked with the School Department to develop Methycillin Resistant Staphylococcus Aureus (MRSA) guidelines before the Department of Public Health issued similar guidelines. Also, the Board of Health continues to participate in the Reading Coalition Against Substance Abuse (RCASA).

<u>Statistics:</u>	
Inspections	1863
Re-inspections	654
Immunizations	1415
Wellness Screenings and Tests	380
Wellness Clinics	168
Licenses and Permits Issued	496
Dead Animals Collected	254
Burial Permits Issued	199
Animal Inspections	20

<u>Revenue:</u>	
Licenses, Permits and Fees	\$35,680.00
Grants	\$10,000.00
Revolving Clinic Fund	\$31,167.36
TOTAL	\$76,847.36

Community Services Department

We look forward to the coming year as we employ scientific principles, and we implement mandated public health requirements. During the upcoming year, we will be reaching out to the community to educate them on public health risk, and provide strategies for dealing with those risks. Specifically, we will be working with volunteer organizations to promote the principles of safe food handling, personal hygiene by conducting a series of "Basic Food Safety" training seminars as well as educating the community on strategies to prepare for emergencies. We will seek to enhance volunteer participation in the emergency response teams.

We also look forward to enhancing health lifestyle choices, and providing support to allow residents to achieve those goals through clinics, seminars and working with internal and external partners.

Respectfully submitted,

Larry Ramdin, Health Administrator

INSPECTIONS DIVISION

The Inspections Division is responsible for carrying out inspectional services on commercial and residential construction in the areas of building, gas, plumbing and wiring. In addition, the Division is responsible for enforcing the Town's Zoning By-laws and providing staff to the Zoning Board of Appeals.

<u>Statistics:</u>		<u>Year End 2007</u>	<u>Previous Year End 2006</u>
Building	Building Permits issued	754	907
	Inspections	1,255	2,026
	Fees received	\$410,365.44*	\$346,909.55*
	Occupancy Permits	162	193
Wiring	Fees received	\$5,880*	\$6,890*
	Wiring Permits issued	578	680
	Inspections	1,028	1,330
	Fees received	\$54,414*	\$42,082*
Plumbing/Gas	Gas Permits issued	238	295
	Gas Fees received	\$8,958*	\$10,653*
	Plumbing Permits issued	378	467
	Plumbing Fees received	\$20,524*	\$18,230*
	Combined Inspections Gas/Plumbing	815	1,352
TOTAL FEES		\$500,141.44*	\$417,874.55*

* Totals do not include permit fees for Walkers Brook Crossing, Johnson Woods and Archstone-Reading deposited in revolving building account.

ZONING BOARD OF APPEALS

The Zoning Board of Appeals met 19 times in 2007. The ZBA voted on 25 petitions for Variances, Special Permits and appeals.

ZBA Members are Chairman Robert Redfern, Susan Miller, John Jarema, Paul Dustin, Peter Tedesco and Clark Petschek. The Town Planner and the Commissioner of Buildings Glen Redmond provide primary support to the Zoning Board of Appeals.

PLANNING DIVISION

After 38 years served collectively on the Reading Community Planning & Development Commission (CPDC), Jonathan Barnes (17 years) and Richard Howard (21 years) resigned from the Commission in 2007. Richard Howard was a founding member of Reading's CPDC. Many thanks to Mr. Barnes and Mr. Howard for their countless hours of service to the Town.

John Sasso served as CPDC Chair in 2007, establishing systems for tracking progress and implementing the recommendations of the Reading Master Plan. Nick Safina was appointed to the CPDC after having served as Associate Member. John Weston was also appointed to the CPDC in 2007. Mr. Safina and Mr. Weston joined members Brant Ballantyne, David Tuttle and John Sasso.

The scope of the Town Planner position was expanded in 2007 to include Community Services Department Head duties in 2007. Carol Kowalski was hired in May as Town Planner/Community Services Director. A Staff Planner position was also created in 2007.

The Planning Division is responsible for advising the public, property owners, Reading Boards, Committees and Commissions, contractors and architects on land use, zoning, economic development and planning concerns. The Planning Division advises the Community Planning & Development Commission, the Zoning Board of Appeals and the Economic Development Commission. Planning Division staff work closely with the Building and Inspections Division especially the Zoning Enforcement Officer and the Permits & Licensing Coordinator.

Planning Division Activities

For the first quarter of 2007, day-to-day planning functions were handled on an interim basis by Permits & Licensing Coordinator Mike Schloth and by Town Engineer George Zambouras.

In 2007, the Planning Division reviewed 45 applications for planning, land use, site work and development including Site Plan Review, Design Review Team (preliminary meetings with developers and all relevant Town staff), subdivisions, special permits, Chapter 40B comprehensive permit applications, signage design review in Downtown and the Salem Street business areas, and the Smart Growth Overlay District at the former Addison-Wesley site (which was approved by Special Town Meeting in December 2007).

Economic Development Committee

In economic development work, the Town Planner worked with the Economic Development Committee (EDC) Members Chairman Russell Graham, Sheila Clarke, Leslie McGonagle, Jack Russell, Meghan Young-Tafoya and Associate Member Michele Williams. The Town Planner compiled data on 157 Downtown businesses for the Downtown Market Analysis prepared by Barringer Associates.

With the Economic Development Committee, the Town Planner coordinated a business breakfast for Reading business owners, and assisted the committee in preparing a business web page on the Town of Reading website. The EDC was advised by economic development professional Adam Baacke through a Peer-to-Peer grant early in 2007. This grant produced two reports: The Reading Downtown Revitalization Observations and the Reading Economic Development Committee Strategy. The EDC also conducted a survey of Reading business owners in 2007.

Projects reviewed by the Planning Division and CPDC in 2007:

Subdivisions

Kylie Drive (Lot release)
Benjamin Lane (Minor modification)

Site Plan Review

163 Main Street (Dynamik Sports)
39 Walkers Brook Drive (Longhorn Steak House and Bertucci's Restaurant)
1 General Way, (128 Marketplace) five Minor Modifications
1 Haven Street Minor Modification
345 Main Street (Sherwin Williams)
87 Walkers Brook Drive (gas station)
214 Main Street (Londi's)
101 Willow Street (Austin Preparatory School)
Walkers Brook Crossing (Home Depot) Minor Modification
30 New Crossing Road (Hallmark Health)
55 Hopkins Street (Quannapowitt Players)
25 Walkers Brook Drive (Stop & Shop - request not to build a sidewalk denied)
156 Main Street (Café Bella) waiver
345 Main Street (Busa Liquors) Minor Modification
580 Main Street (Christopher's Restaurant) waiver
143 Main Street (Ciano Realty Trust) Minor Modification
1349 Main Street (White Hen Pantry)
12 Woburn Street (Yoga East) waiver
643 Main Street (Latham, Latham & Lamond) waiver
191 Main Street (Hakanson Accounting) waiver
88 and 98 Walkers Brook Drive (Honda)
18-20 Woburn Street (Cornerstone Square LLC)

Sign Review (Certificate of Appropriateness)

583 Main Street (Pizza World)
15 Bolton Street (Rite Aid)
25 Haven Street (Rite Aid)
159 Ash Street (Just Right Alterations)
239 Woburn Street (Unitarian Universalist Church) Minor Modification
12 Woburn Street (Yoga East)

CPDC Special Permits

312 Gazebo Circle (Summit Village) Minor Modification
80-100 Main Street (Atlantic Tambone)

ZBA Comprehensive Permits

49-75 Pleasant Street (Reading Housing Authority Comprehensive Permit)

Zoning Workshops/Public Hearing for Zoning Amendment

16 Sanborn Street zoning change
Johnson Woods PUD-R
Accessory structures
Smart Growth Overlay District for former Addison-Wesley site
Zoning definitions, lot coverage
Business C zoning amendment for former Addison-Wesley site

Endorsement of Subdivision Approval Not Required Plans

22 Whittier Street
38 Cross Street
29-33 Shackford Road

Filing fees from the Planning Division activities totaled \$30,350. The Planning Division is located at Town Hall, 16 Lowell Street, Reading, MA, and the telephone number is 781- 942-9056.

Respectfully submitted,

Carol Kowalski, Town Planner/Community Services Director

VETERAN'S SERVICES DIVISION

The Veteran's Services Division office is responsible for the needs of all the veterans in Reading. It is the Veteran's Services Officer to whom the unemployed, the indigent, the disabled, the ill or veterans otherwise in need first apply for assistance. The Veteran's Services Officer interviews the applicants, determines their eligibility, and assists in filing for all veteran's benefits including the Massachusetts Chapter 115 program for indigent veterans and their dependents. The Town of Reading receives 75% reimbursement from the State for all the money expended by the Town of Reading under Chapter 115.

Community Services Department

The Veteran's Services Officer also assists Reading veterans with applying for all other State benefits such as tuition waivers, grants, student loans, annuities, bonuses, outreach centers, counseling, veteran's license plates and many more.

Under the category of Federal aid, veterans are assisted in processing applications for benefits including service-related compensation, disability pensions, personal aid, pensions, social security benefits, medical, education, employment, medals, death benefits, and retrieving military records for veterans who without would not be eligible for any benefits.

Federal benefits include filing for compensation and pension, life insurance, burial and survivor's benefits. Additional benefits expended by the Veteran's Affairs Administration benefits directly to the veteran's population in Reading were \$2,173.200 for the Fiscal Year that ended June 2006.

The Veteran's Services Division also works with other committees to coordinate public events such as last year's Veteran's Day ceremony held on the Town Common.

The Veteran's Services Division office hours are Tuesday 8:30 a.m. to 3:30 p.m., Wednesday 8:30 a.m. to 5:30 p.m., Thursday 1:00 p.m. to 5:00 p.m., and the office phone number is (781) 942-6652.

Respectfully submitted,

Frank Driscoll, Veteran's Agent

TOWN COUNSEL

During 2007, Brackett & Lucas as Town Counsel addressed various and diverse issues on the Town's behalf. At present, the Town is involved in a fairly minimal amount of litigation, the most significant of which is the recent complaint filed by the general contractor relative to the construction/renovation of the Reading Memorial High School.

Other pending litigation matters involve a challenge to the Town's adoption of a storm water utility fee, continuing representation relative to a cy pres petition which seeks to expand park and recreational uses for Reading Memorial Park, construction litigation by two subcontractors to the Reading Memorial High School project and four zoning appeals. Of the zoning appeals, only one requires the active participation of this office as the others involve what may be characterized as abutter disputes. There are pending appeals to the Appellate Tax Board for which we provide advice and representation to the Board of Assessors.

In the past year, I have provided legal assistance to most Department Heads, Town Boards, Committees and Commissions including the Board of Selectmen. Attorney Judith Pickett is working with the Conservation Commission on various matters including the negotiation of conservation restrictions.

Community Services Department

The legal services provided included the provision of advice and legal opinions in the areas of land use to the Zoning Board of Appeals and Community Planning and Development Commission, and the review of contracts and bidding documents. Attorneys Gary Brackett and James Masteralexis have provided advice and representation to the Police and Fire Departments relative to labor and employee issues.

We continue to advise the School Department on various non-litigation issues related to the construction of the Reading Memorial High School, and to provide review and comment on contracts and bid documents.

Brackett & Lucas also assisted in the preparation and review of bylaws, and the review and drafting of Warrant Articles for Town Meetings during the year. We attended all Town Meetings in order to address any legal issues or concerns raised by Town Meeting Members.

It has been our pleasure to serve the legal needs of the Town of Reading this past year, and we look forward to continuing to do so in the future.

Respectfully submitted,

Ellen Callahan Doucette, Town Counsel

THE ARC OF EAST MIDDLESEX

Listed below is a detailed analysis of the number of individuals serviced during FY 2007 by The Arc of East Middlesex in Reading as well as the surrounding cities and towns:

Program Statistics for FY 2007:

<u>Program</u>	<u>Reading</u>	<u>Other</u>	<u>Total</u>
Day Services	21	110	131
Recreation	94	190	284
Residential			
Range Heights Road, Lynn		4	4
Cliffside Commons, Malden		6	6
Lebanon Street, Melrose		8	8
Main Street, Melrose		8	8
Haven Street, Reading	8		8
Hopkins Street, Reading	4		4
Pitman Drive, Reading	4		4
Newcomb Avenue, Saugus		4	4
Albion Street, Wakefield		6	6

<u>Program</u>	<u>Reading</u>	<u>Other</u>	<u>Total</u>
Residential (Continued)			
Nahant Street, Wakefield		7	7
Spruce Street, Wakefield		4	4
Water Street, Wakefield		5	5
Independent/Supported Living	7	16	23
TOTAL RESIDENTS	23	68	91

Day Services

The Arc's Day Services Division includes East Middlesex Industries (EMI), School to Work Transition Services and, as of June 2007, Life Choices, a federally funded day habilitation program. EMI provides workshop services and training as well as follow-up case management to clients placed in gainful employment worksites within the area. The goal of EMI is to provide individuals with the vocational skills and training to become independent, tax-paying members of their communities. Additionally, EMI provides vocational opportunities through the Center for Emerging Artists (CEA). Products produced by many of the individuals attending CEA are featured in several exhibitions in the area each year. Many items produced are for sale and the artists receive commission income for each piece sold.

Recreational Programs

The Arc of East Middlesex provides recreational services throughout the year for children and adults with developmental disabilities. The funding to run these programs is raised through fundraising efforts and individual attendance fees. Although these programs are staffed by employees, not all of them could be run without the assistance of volunteers. Several dances and swim programs are held throughout the year, and it should be noted that approximately 50 Reading residents have volunteered to assist in these very successful programs.

Journey to Independence

Journey to Independence has proven to be a very successful program that teaches teens and young adults with developmental disabilities necessary skills such as personal health care, money handling, cooking, cleaning, employment, leisure and personal safety at an offsite location called the Real World House. This program operates on weekends and school vacations and provides a safe, fun, overnight learning environment for individuals to learn the skills they will need to succeed in the future.

Residential Services

Residential services are currently provided at several sites throughout the area to 91 adults who have developmental disabilities. Residential programs are funded primarily by the Department of Mental Retardation (DMR). Room and Board fees charged to the residents are used to offset DMR funding. The goal of residential services is to provide individuals with an opportunity to live and participate in the local communities that we serve.

Additional Services

- Advocacy services for individuals with developmental disabilities and their families
- Parent Resource Counseling
- Information and Referral Services
- Internships and Work Study Programs for students
- Various Support Groups
- Resource Library
- Family Education and Training
- Individual Centered Planning
- Supported Living
- Sib-Shop groups for siblings of individuals with developmental disabilities
- Respite Services
- Building Community Bridges

The Arc of East Middlesex is grateful for the continued support that the Town of Reading has provided to its residents with developmental disabilities.

Respectfully submitted,

Jo Ann Simons, Executive Director

DOWNTOWN STEERING COMMITTEE

The Downtown Steering Committee is proud to announce that the Main Street Revitalization Program has been funded and is underway. The Committee will remain intact until the project is completed. The ad hoc group has reported to the Selectmen and worked with various Town Planners and engineers over many years. The group has run many open forums for both the business community and the citizens of Reading.

The Committee is to be commended on its perseverance over the last 13 years.

Respectfully submitted,

Peter Simms, Chairman

HISTORICAL COMMISSION

The Historical Commission's work in 2007 included regular meetings, site visits, and presentations to school children and senior citizens. In addition, a good deal of time was spent researching and documenting historic structures – in some cases, prior to their demolition, and in others to create a record or provide information on an extant structure. The Commission also continued its effort to convert historically important Town records to formats that may be accessed electronically.

Community Services Department

In 2007, two historic building were demolished. Sailor Tom's well-known ship home was razed as was the home at 30-32 Elliot Street. In both cases, new construction has taken place.

A number of citizens and various entities requested the assistance of the Historical Commission in 2007 including requests for input on redesign, renovation, restoration and gathering artifacts. Projects included an addition to the Quannapowitt Playhouse, restoration of windows at the Library, helping to gather significant items from the Reading Memorial High School prior to its demolition, and assistance in dating a Salem Street home.

In the first half of 2007, the Commission worked with the new homeowners of 420 Franklin Street to understand and approve their proposed renovations. In 2006, Deed restrictions had been placed on the property which allows oversight by the Commission.

As work had begun on the restoration and renovations, the Commission was afforded the opportunity to visit the structure, and learn a good deal about its probable structural life. Experts and students from Boston University Preservation Studies spent two full days at the site, and prepared a 40 page document outlining its structural history.

In October, members of the Historical Commission prepared and presented two programs to Reading's citizens. A slideshow entitled, "Remember When" was presented at a Rotary Club Dinner held for senior citizens. A Reading History Program was developed for an elementary audience as well. This presentation was given to third graders at the Joshua Eaton Elementary School as part of their history curriculum.

In June, the Historical Commission re-elected its current officers to a new term for the following 12 month period.

Members at year-end 2007

Kathryn M. Greenfield, Chairman
Sharlene Santo Reynolds, Secretary
Roberta Sullivan, Treasurer
Virginia Adams
Mark Cardono

Associates at year-end 2007

Karen Herrick
Susan Patterson

Respectfully submitted,

Kathryn Greenfield, Chairman

LAND BANK COMMITTEE

During 2007, the Land Bank Committee provided assistance with identifying and documenting Town-owned property. The Committee provided the historical documentation to the Town Manager, Board of Selectmen, the Town Planner and the GIS Coordinator.

The Land Bank Committee provided assistance in the purchase of the 1481 Main Street property for the Town in April 2007.

We look forward to working with the GIS Coordinator and the Assessors Department to coordinate all Town records into a single database for all Town departments to utilize.

Respectfully submitted,

Edward G. Smethurst, Chairman

Daniel Blodgett, Secretary

METROPOLITAN AREA PLANNING COUNCIL

Created in 1963, the Metropolitan Area Planning Council (MAPC) promotes interlocal cooperation and advocates for smart growth by working closely with cities and towns, State and Federal agencies, non-profit institutions, and community-based organizations in the 101 cities and towns of Metropolitan Boston. MAPC strives to provide leadership on emerging issues of regional significance by conducting research, building coalitions, and acting as a regional forum for action.

MAPC provides technical assistance and specialized services in land use planning, water resources management, transportation, housing, environmental protection, economic development, public safety, geographic information systems (GIS), collective purchasing, data analysis and research, legislative and regulatory policy, and the facilitation and support of inter-local partnerships. More information is available at www.mapc.org.

MAPC is governed by 101 municipal government appointees, 21 gubernatorial appointees, and 13 appointees of State and City of Boston agencies. An Executive Committee comprising 25 elected members oversees agency operations. The agency employs approximately 40 professional staff under the leadership of an Executive Director. Funding for MAPC activities is derived from governmental contracts and foundation grants, and a per-capita assessment on member municipalities.

To better serve the people who live and work in Metro Boston, MAPC has divided the region into eight subregions. Each subregion is overseen by a council of local leaders and stakeholders, and a staff coordinator provides organizational and technical staff support.

Advancing Smart Growth

MAPC's MetroFuture: Making a Greater Boston Region initiative is planning for Metro Boston's growth and development through 2030. In 2007, the project involved nearly 1,000 people (on top of the 4,000 who participated in previous years). MAPC presented the MetroFuture plan at a May 1st Boston College Citizen Seminar where participants overwhelmingly voted to ratify it and work for its implementation.

MAPC is now developing an implementation strategy, addressing public policy, public funding priorities, and changes in practice within the private sector. By mid-2008, MetroFuture will transition from a planning initiative to an advocacy program, uniting the efforts of MAPC, partner organizations, and the thousands of "plan-builders" in an effort to alter regional priorities and growth patterns consistent with the new plan.

As a member of the Massachusetts Smart Growth Alliance, MAPC helped form the Transportation Investment Coalition. This group of business, environmental, public interest, and planning organizations is pressing for savings, efficiencies and new revenues to address the State transportation finance deficit.

The Alliance joined with others to advocate successfully for an increase in the Commonwealth's Bond Cap, increasing the resources available to address the State's capital needs. Through the Alliance, MAPC is also working to reform the State's arcane zoning laws through a new and diverse commission chaired by Undersecretary for Economic Development Gregory Bialecki.

MAPC provides planning assistance and expertise to communities on a wide range of issues, helping them envision the future and evaluate alternatives within a smart-growth framework. Residents of Malden are taking a long-range look at their city through the Malden Vision Project which kicked off last year with a city-wide visioning workshop attended by 250 participants.

MAPC helped the Town of Arlington deal with housing and economic development issues with a visioning workshop and resident survey, and helped develop new bylaws and other strategies. MAPC also assisted Walpole and Norfolk in developing and analyzing alternative growth scenarios along a shared stretch of Route 1A.

Working with the 495/MetroWest Corridor Partnership, MAPC produced a WaterSmart Indicators Report that details trends in water supply, wastewater and stormwater for each city and town in the study area.

MAPC also completed water resource strategies for three towns in the Assabet Watershed to evaluate the environmental impacts of alternative growth patterns relying in part on hydrologic modeling conducted by the U.S. Geological Survey.

Collaboration for Excellence in Local Government

Through its Metro Mayors Coalition, MAPC helped 21 communities secure over \$2 million in Shannon Grant funding over the past two years to implement multi-jurisdictional, multi-disciplinary strategies to combat youth violence, gang violence and substance abuse.

In 2007, Governor Deval Patrick and more than 240 Mayors, Police Chiefs, Safety Officials and Violence Prevention Workers participated in the Coalition's Third Annual Community Safety Summit to advance strategies to curb youth violence. Through its newly created North Shore Coalition, MAPC is facilitating discussions to develop a regional, comprehensive mutual aid system.

Cities and towns now have the option of joining the Massachusetts Group Insurance Commission (GIC) with a new law drafted by MAPC and the Municipal Health Insurance Working Group. This option will help communities save millions of dollars each year by taking advantage of lower insurance rates available through the GIC. MAPC facilitated the Working Group, and helped to build consensus for the proposal. We are now providing technical support to cities, towns and regional entities who are interested in joining the GIC.

MAPC has convened Boston, Chelsea, Everett, Malden, Medford and Somerville to develop a shared strategy for the Mystic River Corridor. The river, which runs through dense urban communities, has long been an underutilized asset. The communities will develop a comprehensive picture of activities along the river, and will seek to build a shared strategy for future development and use of the waterway.

MAPC collaborated with the Commonwealth's 12 other regional planning agencies, municipal officials and other local leaders to help produce "A Best Practices Model for Streamlined Local Permitting." The result of dozens of focus groups and a statewide permitting survey, the document provides an array of recommendations that municipalities can consider to create a more clear, efficient and predictable permitting process without compromising local standards of development review. The guide is available at www.mass.gov/mpro.

Collaboration for Public Safety

MAPC performs fiduciary, planning and project management duties for the Northeast Homeland Security Regional Advisory Council (NERAC), a network of 85 cities and towns north and west of Boston. In 2007, MAPC helped to develop the School Threat Assessment Response System (STARS), an emergency planning toolkit for each school district in the region. With the assistance of MAPC, NERAC provided portable radios programmed for the Boston Area Police Emergency Radio Network, enabling real time radio communications among police, fire and other first responders during major emergencies.

In the past year, NERAC established an online information clearinghouse for Police and Fire Departments, and began planning for emergency evacuations from a regional perspective. MAPC also helped NERAC to set up three regional crime mapping centers that use GIS to visualize crime data through maps.

MAPC completed Pre-Disaster Mitigation (PDM) plans for nine communities in 2007, on top of the 20 completed in recent years. Each plan includes an inventory of critical facilities and infrastructure, a vulnerability analysis, and a mitigation strategy with recommended actions. MAPC will continue working with 46 cities and towns in 2008.

Collaboration for Municipal Savings

MAPC's Regional Purchasing Consortia administered six procurements for 42 cities and towns, saving communities up to 20% on purchases such as office supplies, paving services and road maintenance. Similar savings were realized by the 300 agencies that participate in the Greater Boston Police Council (GBPC) which is administered by MAPC.

In Fiscal Year 2007, MAPC conducted seven procurements for various types of vehicles including police cruisers and heavy-duty trucks. Overall, 187 municipalities purchased 329 vehicles at an estimated cost of over \$20 million.

Reliable Data, Available to All

Since its official launch in February, MAPC's Metro Boston Data Common online data and mapping tool has been used by dozens of constituents to create customized maps for developing grant applications, analyzing development proposals or improving services. You can create maps, charts and graphs on the Data Common by accessing www.metrobostondatacommon.org.

In addition to supporting this online tool, the Metro Data Center at MAPC responds to data requests from member communities, non-profit organizations, businesses, residents, students and other State agencies.

In the past year, MAPC used visualization tools that combine GIS technology, photography and graphic design to help increase community awareness about proposed Zoning By-Laws in Bellingham and Dedham, and to illustrate what different parts of the region would look like under MetroFuture.

Charting a Course to Regional Prosperity

MAPC developed its Annual Comprehensive Economic Development Strategy (CEDS) for the region in partnership with the U.S. Economic Development Administration. The report contains an analysis of trends and conditions in the regional economy, highlighting challenges and opportunities. The economic analysis in the CEDS is targeted to front-line economic development staff working in the public and community-based sectors.

Working for 12 contiguous urban communities in the Metro Mayors Coalition, MAPC is developing an inventory of potential development sites near municipal boundaries to support coordinated planning. MAPC also developed the Smart Workplace Project, a GIS map of smart growth friendly sites for commercial and industrial development throughout the region. In collaboration with the University of Massachusetts Boston, MAPC is taking a regional look at the space needs of the Life Sciences industry.

Working with the Immigrant Learning Center and the Commonwealth Corporation, MAPC convened academic, institutional and non-profit researchers to develop an immigration research agenda.

Getting Around the Region

MAPC produced a Regional Bicycle Plan, assessing current conditions and identifying the improvements necessary to create a more comprehensive regional bicycle transportation system. The plan establishes updated goals based on previous plans, and identifies key strategies and priority projects.

Under its new Regional Bike Parking Program, MAPC negotiated discount group purchasing contracts with three leading vendors of bicycle parking equipment. This allows MAPC municipalities and other public entities to purchase discounted equipment and, in some cases, to receive State or Federal reimbursement for the cost. Communities around the region have used the program to put new racks at schools, libraries, parks and shopping areas. The program will continue in 2008.

In 2007, MAPC also began work on the Regional Pedestrian Plan. This plan will identify policies to make walking a convenient, safe and practical form of transportation throughout the region. Proposed solutions will include best practices for local jurisdictions as well as steps that could be taken by the State, or by the Metropolitan Planning Organization.

MAPC has developed a web-based Parking Toolkit that addresses common parking issues. Cities and towns can learn how to do a parking study, how to reduce parking demand and manage supply, how to make use of existing parking, and how to finance parking improvements. The Parking Toolkit is the first in a series of Sustainable Transportation Toolkit products that MAPC will develop over the coming years. Visit <http://transtoolkit.mapc.org> to access these tools.

Large portions of Massachusetts Avenue and Route 2A from Arlington to Concord are now a Massachusetts Scenic Byway due to the efforts of MAPC, the Minuteman National Historic Park, and the Towns of Arlington, Lexington, Lincoln and Concord. MAPC is now preparing a Scenic Byway Corridor Management Plan, the first step in protecting the historic, scenic and cultural qualities of the byway.

In 2007, MAPC worked with developers and communities to evaluate the transportation impacts of dozens of projects including the South Weymouth Naval Air Station redevelopment (South Field), Westwood Station and Harvard University's new Allston campus.

On Beacon Hill

- **Municipal Health Insurance**

MAPC and the Municipal Health Insurance Working Group built consensus, and drafted the new law allowing cities and towns to save millions of dollars each year by joining the Group Insurance Commission.

- **Shannon Community Safety Initiative**

Over the last two years, MAPC's advocacy and grant development services have helped nearly two dozen communities to secure over \$2 million in funding for interdisciplinary programs that focus on youth violence, drugs and enforcement against gangs.

- **Statewide Population Estimates Program**

A \$600,000 line item in the 2008 Budget will provide the State Estimates Program with more resources to prepare for the 2010 Census. This program will help correct the deficiencies of recent population estimates, and to prevent similar deficiencies from occurring in 2010.

- **Surplus Land**

MAPC continues to advocate for passage of a new policy on the disposition of surplus State land. Specifically, we continue to build support for our proposal that encourages smart growth development on surplus land while giving municipalities a meaningful role throughout the disposition process.

- **Community Preservation Act**

In 2007, the Metropolitan Mayor's Coalition and Community Preservation Coalition reached consensus around legislation to help more communities participate in the Community Preservation Act (CPA). The legislation, filed by Senator Cynthia Creem (D-Newton), would also secure adequate funding over the long term for the State's CPA Matching Fund.

- **Zoning Reform**

The new Zoning Reform Commission, initiated by the Massachusetts Smart Growth Alliance and chaired by Undersecretary for Economic Development Greg Bialecki, is now working to draft legislation dealing with such matters as "approval not required," grandfathering, consistency between master plans and zoning, and incentives to expand housing production.

North Suburban Planning Council

(Burlington, Lynnfield, No. Reading, Reading, Stoneham, Wakefield, Wilmington, Winchester and Woburn.)

The North Suburban Planning Council began in 2007 with a briefing session on the Metro Boston Data Common which is a new MAPC tool that allows communities to easily map a variety of data for a wide range of applications.

During the course of the year, there were several meetings devoted to briefings on the MetroFuture project with an emphasis on implementation strategies.

The major areas of concern in transportation planning were the annual review of the TIP and the UPWP, the regional transportation plan and the MPO Elections. Members also had a presentation on the recently completed Parking Toolkit, and were briefed on the opportunity to purchase bike racks through an MAPC Purchasing Program.

MAPC began working with Burlington, Lynnfield, Reading, Stoneham, Wilmington and Woburn to develop natural hazard mitigation plans. This work continued throughout the year.

MAPC invited representatives from the Department of Housing and Community Development to make a very informative presentation on Business Improvement Districts. The NSPC Coordinator also developed a subregional map showing current and potential development areas for use in discussing regional trends and in reviewing transportation projects.

Respectfully submitted,

Marc D. Draisen, Executive Director
Metropolitan Area Planning Council

**Mystic Valley Elder Services, Inc.
19 Riverview Business Park
300 Commercial Street
Malden, Massachusetts 02148**

Title III-B (Social Services) and Title III-C (Nutrition Services) provided to Reading elders in FY 2007.

Title III-C	Meals <u>Served</u>	Value of <u>Services</u>
<u>Nutrition Program</u>		
Home Delivered Meals	21,483	\$105,822
Congregate Meals	5,122	\$30,478
Site Managers (Wages/Benefits)		\$8,805
Home Delivered Meals Drivers (Wages/Benefits)		\$24,941
TOTAL TITLE III-C VALUE		\$170,046

Title III-Supportive Services

<u>Legal Services</u>	<u>Clients Served</u>	<u>Total Value</u>	<u>Value of Services</u>
Greater Boston Legal Services, Inc.			
Total Cases/Consults	196		
Total Reading Residents Served	8		
Budget 10/06-09/07		\$49,000	
% in Reading = 4.08%			
13.5%			
Reading's Cost (Budget x 4.08%)			\$2,000
	<u>Clients Served</u>	<u>Total Value</u>	<u>Value of Services</u>
<u>Medical Transportation</u>			
Total Residents Served	90		
Total Reading Residents Served	3		
Amount Spent on Reading Elders			\$ 3,484
<u>Services to Blind Elders</u>			
Massachusetts Association for the Blind			
Total Residents Served	73		
Total Reading Residents Served	27		
Budget 10/06 - 9/07		\$7,000	
% in Reading = 3.6%			
36.99%			
Reading's Cost (Budget x 36.99%)			\$2,589

Minority Outreach

Greater Boston Chinese Golden Age Center

Total Residents Served	161	
Total Reading Residents Served	0	
Budget 10/06 - 9/07		\$14,000
% in Reading = 3.6%	0.00%	
Reading's Cost (Budget x .00%)		\$0

Title III E Family Caregiver Program

MVES Caregiver Support and Elder Care Advice

Cost 10/06-09/07		\$183,999
% in Reading = 26.53%	9.28%	
Reading's Cost (Budget x 9.28%)		\$17,075

Title III Health Promotions

Title III Health Promotions Funding Subgrants for managing Osteoporosis and Arthritis

Cost 10/06-09/07		\$5,874
% in Reading = 19%	10.57%	
Reading's Cost (Budget x 10.57%)		\$621

Friendly Visitor Grants

Awarded to Council on Aging during FY 2007		\$2,597
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Money Management Program

Total Residents Served	63	
Total Reading Residents Served	4	
Budget 10/06 - 9/07		\$30,924
% in Reading = 20.6%	6.35%	
Reading's Cost		\$1,963

SHINE Program

Total Residents Served	1170	
Total Reading Residents Served	77	
Budget 10/06 - 9/07		\$117,620
% in Reading = 7.2%	6.58%	
Reading's Cost		\$7,741

TOTAL OF TITLE III AND COMMUNITY PROGRAM SERVICES PROVIDED TO READING ELDERS **\$208,116**

STATE HOME CARE PROGRAM **\$1,269,077**

248 Reading residents received home care services for the year ending June 30, 2007. These services included intake and referral, case management, chore, transportation, social day care, adult day health, personal care, home health aides, laundry, personal emergency response, companionship, homemaker and respite care

TOTAL SERVICES PROVIDED TO READING ELDERS **\$1,477,193**

WEST STREET HISTORIC DISTRICT COMMISSION

The purpose of the West Street Historic District Commission is to administer the regulations that apply, by bylaw, to the West Street Historic District. The District was created to preserve and protect the distinctive characteristics and architecture of the West Street area. Through its required review of all construction projects in the Historic District, the Commission seeks to maintain and improve the settings of the buildings within the District, and to encourage building design that is compatible with the buildings existing in the District so as to preserve the historic character of the area.

In 2007, the Commission received eight (8) homeowner applications for Certificates from the Commission for projects such as deck or porch replacement, erecting a fence and replacement of windows. No public hearings were required (for example, several projects were not visible from the public way and, therefore, not subject to a full review by the Commission). No applications for Certificates in 2007 were denied.

More complete information about the West Street Historic District and the Commission, including our bylaw and construction guidelines, can be found on our webpage through the Reading Town site. Homeowners in the District, or anyone with questions about the District or the Commission, should feel free to contact the Chairman at wsh@ci.reading.ma.us.

The Commission is currently composed of five (5) voting members: Chairman Susan Patterson, Vice Chairman David Kruh, Secretary Dorothy Casolaro, Kathy Greenfield and Rick Nazzaro.

Respectfully submitted,

Susan Patterson, Chairman

READING HOUSING AUTHORITY

“Equal Housing Opportunity”

22 Frank D. Tanner Drive

Reading, MA 01867

(781) 944-6755

From the Chair

It is with great pleasure that I share with you the activities and accomplishments of the Reading Housing Authority over the past year.

The start of the new year has seen a continued growth in our economy and somewhat stabilized but nonetheless high values in real estate. The pressure on the real estate market has continued to create a critical challenge for poor and lower income families to find, keep and maintain their housing. As the real estate values escalated over the past few years, it was certainly felt most dramatically at the low-income levels. Rental units had been at a greater premium in this area; however, we continue to see an increase in availability. Previously, landlords had been able to ask for and receive high rents, which historically prices the poor and lower income families out of the rental market. Again, we are beginning to see a slight change in the rental market area with increase inquiries from landlords who are experiencing more difficulty renting units.

The Reading Housing Authority (Authority) strives to assist these families to seek and obtain housing that is decent, safe and sanitary. In an effort to ameliorate this impact, the Authority continues its efforts to develop new units, and purchase affordable units when the opportunity arises. The Authority is moving forward with its plans to expand affordable housing by building a four-unit structure on a present site and possibly renovating a two-family structure. That process has been extremely slow. We continue to support private developers and the Town in their efforts to set aside units for low/moderate income families in their proposed developments. We reach out to owners of multi-family units who would like to work with us to serve our clients.

As always, the Authority goes beyond the bricks and mortar, and provides assistance to families, elderly and handicapped persons to obtain the services they need. We work closely with Mystic Valley Elder Services and other home care agencies to meet the needs of the elderly residents as they strive to remain independent and age in place. With budget cuts affecting all of us, we strive to maintain our programs, work with other supportive agencies and still offer a safe and decent place for our seniors, disabled and families in need.

On behalf of the Board, we want to thank Executive Director Lyn Whyte and her staff for their continued dedication, commitment and service to the Reading Housing Authority. We look forward to working with them as we meet the new challenges that lie ahead.

Respectfully submitted,

Timothy J. Kelley, Chair

Organization

Organized in 1963 to address the housing needs of the Town's low and moderate income residents, the Reading Housing Authority (Authority) is "a public body politic and corporate" duly organized and authorized by Massachusetts General Laws (MGL), Chapter 121B, s.3. The Authority receives its funds from the State and Federal Government to assist our clients with their housing needs. Although the Authority does not receive any local funding, five unpaid Reading residents compose the Board of Commissioners. Four of these Board Members are appointed by the Board of Selectmen and one is the Governor's appointee. Each member serves for a five year term. The Board is responsible for the overall operation of the Authority. The day to day responsibility is delegated to the Executive Director.

The Board meets regularly and has scheduled their monthly meetings for the first Monday of each month. The Annual Meeting of the Board is currently scheduled for the month after the Selectmen make their annual appointment of a Board Member. Currently, the Board Members and their term of office are as follows:

Timothy J. Kelley 84 Woburn Street	Chair Term expires 6/30/2009
Mary Connors 52 Sanborn Street	Vice-Chair and Tenant Representative Term expires 6/30/2012
John A. Coote 332 Summer Ave	Treasurer Term expires 6/30/2008
Karen L. Flammia 19 Vista Avenue	Assistant Treasurer Term expires 6/27/2010
Diane Cohen 51 Redgate Lane	Member and State Appointment Term expires 5/03/2011
Lyn E. Whyte 41 Shore Road, Saugus	Secretary and Executive Director

Administrative Staff

The Board contracts an Executive Director who manages the day-to-day operations of the Authority. Within State and Federal guidelines and other budgetary limits, the Executive Director hires the supporting staff necessary to achieve the goals and responsibilities of the Reading Housing Authority's programs. The Executive Director Lyn Whyte is in a five year contract that expires August 29, 2010.

Administration

Lyn E. Whyte	Secretary and Executive Director
Catherine Sutherland	Office Manager
Kathleen Rolli	Federal Program Coordinator and Assistant Executive Director
Michelle Hudzik	State Program Coordinator

Maintenance

Frank Veglia	Maintenance Supervisor
Joseph Costello	Maintenance Staff
Kevin Boyle	Maintenance Staff

Supportive Services Affiliations

Home Care

Jacqueline Carson	Sanborn Home Care Director
Daniel J. O’Leary	Director, Mystic Valley Elder Services
Dawn Folopoulos	Town of Reading, Elder Services Administrator

Financial Institutions

Reading Co-Operative Bank
MassBank
BankNorth
Mass. Municipal Deposit and Trust – State Street Bank

Affiliations

National Association of Housing and Redevelopment Officials (NAHRO)
Massachusetts Chapter of National Association of Housing and Redevelopment Officials
(MassNAHRO)
New England Regional Council of National Association of Housing and Redevelopment
Officials (NERC/NAHRO)
Section 8 Administrators Association
North Shore Housing Executive Directors’ Association (NSHEDA)
Adult Literacy Committee of Reading/Wakefield YMCA

Consultants

Accountants: Fenton, Ewald & Associates
Legal: John L. Greco, Esquire and DHCD Legal Counsel, Lori McBride

Contractors

Hiltz Waste Disposal	Woodbury Electrical
Wilwerth Plumbing	John’s Sewer & Pipe Cleaning
Hodson S. M. Co., Inc	Powers Plowing Service
Roberto Bros. Landscaping	Atlas Alarm
Automatic Laundry	Home Depot

Maintenance

We do it all – from the beautiful paint job to the new appointments before you move into your new apartment. The maintenance staff meets the challenges on every occasion and has done an excellent job.

With the four seasons here in New England, maintenance has to be ready to take it all in stride. They do the Spring clean up and plantings; the Summer mowing, watering, weeding and trimming; the Fall leaf pick up, and the Winter snow and ice removal. The maintenance staff works tirelessly to keep our developments looking beautiful.

We have been lucky enough to have the assistance of the Work Release Program from the Middlesex Sheriff's Department. They have been exceptional in the work that they have done with our landscaping and painting projects. These programs are cost effective and have become a critical component to maintaining our properties. During the course of this past year, this program enabled us to maintain the grounds of our properties with a Fall and Spring clean up. This project changed the look of these properties, and it greatly enhanced their appearances.

Our plan to extend the kitchen area of the resident community room at Frank D. Tanner Drive was completed in December 2007. Additional plans are underway to repair walkways, and install new curbing at our Tannerville development in Spring 2008. This project will be funded with capital funds through the Department of Housing and Community Development.

The Authority is responsible for 108 individual units located on 10 different sites. It is no easy task to keep each one looking in its top form. The maintenance staff is also responsible for the daily work orders, and any emergency work that has to be done. The Authority has an extensive preventative maintenance program for all major components, and has a cyclical paint schedule for all units.

2006 Grants Received

Each year, the Reading Housing Authority applies for several grants to improve our properties and better serve our residents and the community. The following were included in this year's awards:

Modernization Of State Housing

No funding available.

Supportive Services Grant – HUD

No funding available since we no longer administer an FSS Program.

Supportive Services Grant – State

The funding of the Resident Service Coordinator to address elderly/non-elderly needs for Frank D. Tanner Drive residents was approved; however, it is now categorized as an administrative expense.

Audits

The Reading Housing Authority has a Single Audit of all programs by an independent Auditor each year. Walsh and Associates, PC of Concord, MA were engaged to perform the latest review of the Reading Housing Authority's programs for Fiscal Year end June 2007. The audit was completed in December 2007, and final submissions expected to be completed by mid-January 2008.

The Authority had no findings or additional recommendations as a result of this latest audit. The Authority's financial position is adequate to meet the needs of the operation and development of the programs, and we are fortunate to maintain a retained revenue agency status.

A compliance audit was also conducted by the Commonwealth of Massachusetts State Auditor's Office in October 2007, and completed in November 2007 with no findings. This audit is conducted by the Commonwealth of Massachusetts every two years.

Management Review

The Authority has had a current Management Review done of all State programs. The Asset Managers from the State's Department of Housing and Community Development reviewed all the operations of the State programs to insure compliance in the daily operation of the Authority's budget, occupancy, administration, maintenance, services and tenant participation. The Authority received an excellent review with minor comments.

With regard to our Federal Program, the Authority submitted its annual Section 8 Management Assessment Program (SEMAP) reports for Fiscal Year end June 2007 to HUD for review and subsequent scoring. The purpose of SEMAP is to measure public housing authority performance in key areas of the Section 8 Housing Choice Voucher Program Management. It is a tool used by HUD to effectively monitor and assist PHA's.

It is our pleasure to report that the Reading Housing Authority received an overall score of 86% for the Fiscal Year ending June 30, 2007. As a result of this score, the Authority is designated by HUD as a "standard performer" with credit going to Section 8 Program Coordinator Kathy Rolli for her continued efforts in administering an ever-changing federal program. We will not submit additional SEMAP reports until Fiscal Year June 2009. These assessments are now performed every two years for an agency of our size per latest HUD changes.

State Programs

The Authority currently manages the three programs under the State's Department of Housing and Community Development: 667 Housing (elderly/handicapped housing), 705 Housing (Family housing), 689 Housing (Special Needs Housing).

All of our wait lists are open at the present time. We encourage applicants to apply for our elderly/handicapped (667) housing, and our State family developments by contacting the Reading Housing Authority at (781) 944-6755.

Housing For Elderly/Handicapped Persons (667)

80 units	Frank D. Tanner Drive Complex
Eligibility:	60 years of age or disabled
Income:	1 person - \$46,300
	2 persons - \$52,950

Housing For Families (705)

6 units	Waverly and Oakland Road (six 3BR units)
4 units	Pleasant and Parker Street
	(two 2BR units, one 3BR unit, one 4BR unit)
Eligibility:	Family of two or more depending on bedroom size
Income:	2 persons - \$52,950
	3 persons - \$59,550
	4 persons - \$66,150
	5 persons - \$71,450
	6 persons - \$76,750
	7 persons - \$82,050
	8 persons - \$87,350

Federal Programs

The Authority manages 125 subsidies for persons of very low income under the Federal Section 8 Program. Currently, the RHA participates in a centralized waiting list administered by the MASSNAHRO organization. Applications for this wait list are available at the administration office building at 22 Frank D. Tanner Drive, Reading, MA.

The income limits are:

Section 8 Rental Assistance

Income limits:	1 person – \$29,450	5 persons - \$45,400
	2 persons - \$33,650	6 persons - \$48,800
	3 persons - \$37,850	7 persons - \$52,150
	4 persons - \$42,050	8 persons - \$55,500

RHA-Owned Properties

The Authority presently owns and manages 18 family units located in various locations throughout the Town of Reading. We continue to pursue opportunities to expand low income housing units within the Town whenever possible.

Plans are now in development and bid stages to add four three-bedroom units to our present housing stock.

Applications

Elderly/Handicapped Housing (667)

The Authority manages 80 one-bedroom units of housing for elderly/handicapped persons at our Frank D. Tanner Drive complex in Reading. To qualify for this housing, a single person or couple must meet the eligibility guidelines and be 60 years of age or older or handicapped. The Authority sets aside 13.5% of these units for non-elderly handicapped persons.

The wait list is currently open for all seniors 60 years of age and older. We encourage Reading residents to apply, and are making special outreach efforts to elderly of minority representation. The 13.5% non-elderly handicapped requirement has been fulfilled but applications are still being accepted for our wait list. Non-elderly applicants will be served after the Authority has placed all qualified applicants if the 13.5% requirement has been met.

You may obtain an application at the office of the Reading Housing Authority, 22 Frank D. Tanner Drive, Reading, MA 01867.

Family Housing – State (705)

The Authority operates the State's Family Housing Program with two different developments. The first family housing development that was built by the Authority is located at Oakland and Waverly Roads and is called *Waverly Oaks*. There are six three-bedroom units. Our wait list is currently open.

Section 8 Federal Housing Assistance Program

Currently, the wait list for our Section 8 Program is open. We now participate in the centralized wait list program initiated in December 2002 and administered by Mass NAHRO. Applications are available at our administrative office or online at www.mnahro.org. An application can be downloaded from that site and submitted to any agency participating in the centralized wait list program. There are currently over 70 member agencies taking part in that joint process.

The State maintains a wait list for its programs through the Metropolitan Boston Housing Program (MBHP). Anyone seeking an emergency application should contact MBHP at (800) 272-0990 to obtain an application. The local area service agency for emergency applicants is Community Service Network. You may contact them at (781) 438-1977.

Summit Village First Time Homebuyer's Program

The Authority continues to oversee the maintenance of the wait list for qualified and eligible applicants for the affordable units at Summit Village through the First Time Homebuyer's Program. We presently have nine potential buyers on our wait list. During the past year, no affordable unit was made available and subsequently sold at an affordable price to a family on our wait list. The "affordable" owners must have a fair market appraisal done, the Authority reviews the appraisal and, if accepted, provides the owner with the maximum resale price for the affordable unit.

If the owner has a friend who would be eligible and income qualified, then the Authority reviews their qualifications and provides them with an "Eligible Purchaser Certificate." If the owner wishes to select an applicant from the wait list, the Authority would send the next available and eligible buyer's name to the owner to negotiate the sale.

Interested applicants may pick up applications packets at the Town Clerk's Office in Town Hall, at the Reference Desk at the Reading Public Library, or at the office of the Reading Housing Authority, 22 Frank D. Tanner Drive. When making an application, a \$10.00 fee made payable to the "Reading Housing Authority" must be included along with all pertinent documentation.

If the family applying for the affordable unit is headed by two persons, both parties must execute the application as applicant and co-applicant. Income from all family members age 18+ is included in family income for eligibility. However, if the income of one of these persons is from a dependent (not spouse) who is a full-time student, then a deduction for out of pocket expenses for books, tuition, fees and/or travel is allowed.

Documentation from the school must be provided, and verification for employment and expenses must be provided with the application. All persons must sign a "Release of Information" to have their documentation verified by the Reading Housing Authority.

The highlights of the program are listed below:

First Time Homebuyer

Cannot have owned a home within the last three years, divorced persons cannot currently own home but three year restriction is excused.

Maximum Family Income

Currently, the maximum family income cannot exceed 80% of FY 2007 Medium Family Income presently set at \$82,400 (effective March 20, 2007) for all persons in the family from all sources (wages, interest, dividends, etc.)

Family Housing

The two bedroom units must have a minimum family size of two persons. The maximum number of persons that can qualify for a two bedroom unit would be four persons.

The three bedroom units must have a minimum of three persons with two being minor children living in the household. The maximum number of persons that would qualify for a three bedroom unit would be six persons.

Affordable Price

The affordable price is based on a 20% discount from the current fair market appraisal of the unit which must be verified by the Reading Housing Authority.

Deed Restriction

Anyone wishing to purchase an "affordable" unit should be aware that a permanent deed restriction would be recorded with their deed. This restriction states that the unit must be sold to a qualified and eligible purchaser at a 20% discount from the fair market value as approved by the Reading Housing Authority.

Single Persons

Applications are accepted from single family households but persons on the single person wait list will be chosen only after all the eligible family applicants have been served.

Local Preference

Applicants from the Town of Reading are given preference over other applicants if their application is made on the same day. This local preference is given if a person is employed in the Town of Reading, has a business or enterprise in Reading which has been established for one or more years, if they are parents of a school child in Reading, persons who were residents of Reading for five or more years.

Conclusion

The Reading Housing Authority is proud to provide this information to you. Anyone interested in obtaining an application for any of our housing programs - elderly/handicapped housing, State family or the Federal Section 8 Rental Assistance Program - should contact the Reading Housing Authority at 22 Frank D. Tanner Drive, or by calling the office at (781) 944-6755.

SPECIAL TOWN MEETING

Reading Memorial High School

February 26, 2007

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:55 p.m., there being a quorum present. The meeting was delayed due to audio difficulties. The Invocation was given by Philip B. Pacino, Precinct 5, followed by the Pledge of Allegiance to the Flag.

The Warrant was partially read by the Town Clerk, Cheryl A. Johnson, when on motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to dispense with further reading of the Warrant except for the Officer's Return, which was read by the Town Clerk.

Town Moderator introduced the new Assistant Town Clerk, Julie Rodger.

ARTICLE 1 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to table the subject matter of Article 1.

ARTICLE 2 – On motion by Richard W. Schubert, member of the Board of Selectmen, it was voted to table the subject matter of Article 2.

ARTICLE 3 – On motion by Stephen Goldy, member of the Board of Selectmen, it was voted to amend the FY 2007 – FY 2011 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter, and as previously amended by adding the following three projects:

- FN 004 - Technology Wide Area Network - \$25,000.
- PW-R 004 - Sidewalk/curb/pedestrian safety - Franklin sidewalks - \$325,000 from Grant.
- PW-W-001 - MWRA Water Interconnect – \$720,000.

ARTICLE 4 – On motion by Camille W. Anthony, member of the Board of Selectmen, it was voted to amend the following votes taken under Article 15 of the Warrant of the Annual Town Meeting of April 24, 2006, as amended under Article 5 of the November 13, 2006 Subsequent Town Meeting, and that the Town vote to appropriate from tax levy, state aid and non-property tax local receipts or transfer from available funds as noted, as the result of any such amended votes for the operation of the Town and its government:

Account	Wages & Expenses	Decrease	Increase
E5	Public Safety/Dispatch Salaries – fund an additional dispatcher position for the remainder of FY07		\$9,000
J3	Capital – School Building Improvements (Killam roof repairs)		\$15,000
J6	Capital – Town Technology (consultant for financial system)		\$20,000
J15	Capital – Wide Area Network (connect school buildings; provide security)		\$25,000
K8	Benefits – Cover estimated benefits cost for position described above		\$4,000

J12	Franklin Street sidewalks (grant)		\$325,000
	Net from Free Cash		\$ 73,000
	Net from Grants		\$325,000
L4	DPW – Water Capital (MWRA Interconnection)		\$720,000
L4	DPW – FY06 Water Capital from Article 15 on April 25,2005 Town Meeting	(\$412,342.77)	
M4	DPW – FY04 Water Capital from Article 13 on April 28,2003 Town Meeting	(\$93,041.10)	
L2	DPW – FY07 Water Expenses - Various	(\$200,616.13)	
L4	DPW – FY07 Water Capital - Pumps	(\$14,000.00)	
	Net from Water Reserves		\$ 0

CPDC Report

The CPDC voted 3-1-0 to recommend Article 5 to Town Meeting. This article was generated as an alternative to Articles 6 & 7 also before you at this town meeting. Although the CPDC too was concerned with the process by which this article was vetted in the public (we are extremely sensitive to providing ample time for public debate before rendering a decision), the only negative vote on the board was concerned with the “low value” land use represented by a parking lot. Those voting in the affirmative cited reasons including:

- (1) The parking need will not be solved with one silver bullet, a number of approaches are needed.
- (2) Although the Parking Ad Hoc is working feverously on recommendations, including near term ideas, we expect that many will take significant time and resources before they can be fully realized.
- (3) This particular article removes the risk of other properties in the downtown being subject to the parking overlay
- (4) From a planning perspective, use of the site for parking lot is an acceptable land use in this situation.

We would like to be clear that adding this property to the downtown business-B district will provide the owner with the opportunity to use it as such either now and in the future. However, we firmly believe in the bank’s commitment that it will in fact be a parking lot, and finally that any such use will be subject to a site plan review by CPDC.

ARTICLE 5 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was moved to amend the Reading Zoning Map to include within the Business B and Mixed Use Zoning Districts a parcel of land currently within the S15 Zoning District shown as parcel number 21 on Reading Assessor’s Map 64, which land is situated on the Westerly side of Sanborn Street, in Reading.

On motion by John A. Lippitt, Precinct 7, it was voted to move the question.

2/3 vote required
116 voted in the affirmative
16 voted in the negative

On original motion:

2/3 vote required
108 voted in the affirmative
23 voted in the negative

On motion by William C. Brown, Precinct 8, it was moved to adjourn at 10:55 p.m. to meet at 7:30 p.m. at the new Reading Memorial High School Performing Arts Center, on Thursday, March 1, 2007.

148 Town Meeting Members were present.

A true copy. Attest:



Cheryl A. Johnson
Town Clerk

SPECIAL TOWN MEETING

Reading Memorial High School

March 1, 2007

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:43 p.m., there being a quorum present. The Invocation was given by Mary Ellen O'Neill followed by the Pledge of Allegiance to the Flag.

Moderator, Alan E. Foulds, acknowledged that Thomas Ryan, Precinct 1, has stepped down after serving 36 consecutive years as a Town Meeting member.

ARTICLE 6 – On motion by Jonathan E. Barnes, member of the Community Planning and Development Commission, it was voted to table the subject matter of Article 6.

ARTICLE 7 – On motion by Jonathan E. Barnes, member of the Community Planning and Development Commission, it was voted to table the subject matter of Article 7.

ARTICLE 8 – On motion by Jonathan E. Barnes, member of the Community Planning and Development Commission, it was voted to amend the Reading Zoning By-Laws involving Planned Unit Development-Business (PUD-B), as follows.

To add language to the end of Section 4.9.7.4.2.c so that it now reads:

Parking/Loading. The parking and loading requirements contained in Section 6.1.1.3 shall apply. Parking spaces shall be at least 8.5 by 18 feet, with provision for larger spaces as required by the CPDC to accommodate short term parking, handicapped and larger vehicles. No parking shall be situated between the front of the building and the front lot line in a PUD-B development.

To add language as a new subsection "l" in Section 4.9.5.6.3:

- l. Because parking is not allowed in front of the building in a PUD-B development, the CPDC may allow building signage on both the front wall and on the wall of the building facing the parking lot.

2/3 vote required
108 voted in the affirmative
7 voted in the negative

ARTICLE 9 – On motion by Jonathan E. Barnes, member of the Community Planning and Development Commission, it was voted to amend the Reading Zoning Map to include within the Planned Unit Development-Business (PUD-B) Overlay District a parcel of land shown as parcel number 14a on Reading Assessors' Map 11, which parcel is shown as Lot One (1) on a plan entitled, "Subdivision of Land in Reading, Mass. For Antonio J. and Alma V. Tambone," Dana F. Perkins and Sons, Inc. Civil Engineers and Surveyors, Reading, Mass. Dated April 11, 1955 and recorded in Middlesex South District Registry of Deeds in Book 8480, Page 359, and is further bounded and described as follows:

SOUTHERLY: by South Street as shown on said plan eighty (80) feet;

EASTERLY: by Lot 2 as shown on said plan and by land of Antonio J. Tambone and Alma V. Tambone as shown on said plan one hundred and forty-seven and 70/100 (147.70) feet;

NORTHERLY: by land of Antonio J. Tambone and Alma V. Tambone and by land of Ten Hill Plumbing and Heating Co., Inc. as shown on said plan fifty-seven and 13/100 (57.13) feet; and

WESTERLY: by land of Edward and Florence E. McIntire as shown on said plan one hundred forty-seven and 00/100 (147.00) feet.

Containing 10,000 square feet of land more or less according to said plan.

2/3 vote required
92 voted in the affirmative
26 voted in the negative

ARTICLE 10 – On motion by Jonathan E. Barnes, member of the Community Planning and Development Commission, it was voted to table the subject matter of Article 10.

ARTICLE 11 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to amend Article 3 of the General Bylaws, Town Offices and Officers, Section 3.4 Finance Committee, by inserting at the end of Section 3.4.6 the following sentence:

This provision shall not apply to the appointment of a Finance Committee member to serve as a member of any ad hoc board, commission or committee in the Town of Reading or to any board, commission or committee upon which a member of the Finance Committee shall serve in an ex officio capacity.

Moderator, Alan E. Foulds, had Paul Dustin step in as Moderator for Article 12 to avoid any potential conflict of interests. Alan Foulds wife owns and runs a coffee shop on Haven Street.

ARTICLE 12 – On motion by James E. Bonazoli, Vice Chairman of the Board of Selectmen, it was voted to rescind the entirety of Section 5.10 of General Bylaws of the Town of Reading, and replace it with the following:

5.10 Retail Sales

5.10.1 No retail, commercial operation or place of business shall be open for the transaction of retail business between the hours of 12:01 a.m. and 6:00 a.m.

5.10.2 This Bylaw shall not apply to the retail or commercial operation of facilities operated by innholders and/or common victualers and/or taverns where a license has been duly issued for the operation of the same which otherwise restricts or describes the hours of operation of such facilities. This Bylaw shall not prevent a cinema from concluding the showing of a movie that has commenced prior to 12:01 a.m.

5.10.3 For the purposes of this Bylaw, facilities operated by innholders shall include, but not be limited to: an inn, hotel, motel, lodging house and public lodging

Special Town Meeting
March 1, 2007

house or any other similar establishment for which a license is required under Chapter 140 of the General Laws; the term facilities operated by a common victualler shall include a restaurant and any other similar establishment which provides food at retail for strangers and travelers for which a common victualler's license is required under said Chapter; and the term "tavern" shall include an establishment where alcoholic beverages may be sold with or without food in accordance with the provisions of Chapter 138 of the General Laws.

5.10.4 If the Board of Selectmen determine that it is in the interest of public health, safety and welfare, or that public necessity or convenience would be served, the Board of Selectmen may grant, upon such terms and conditions as it deems appropriate, a license under this bylaw to permit the operation of a retail or commercial establishment between the hours of 12:01 a.m. and 6:00 a.m. or any portion thereof. However, a license shall not be issued unless the Board of Selectmen has made the following specific findings with respect to each license application:

5.10.4.1 That the operation of the retail or commercial establishment during the night-time hours will not cause unreasonable disruption or disturbance to, or otherwise adversely affect, the customary character of any adjacent or nearby residential neighborhood;

5.10.4.2 That the operation of the retail or commercial establishment during the night-time hours is reasonably necessary to serve the public health, safety and welfare; or serve a public need or provide a public convenience which outweighs any increase in any of the following impacts on the adjacent or nearby residential neighborhood (or the character thereof): noise, lighting, vibration, traffic congestion or volume of pedestrian or vehicular retail customer traffic that might create a risk to pedestrian or vehicular safety, or other adverse public safety impact.

The Board of Selectmen may adopt rules and regulations to govern the administration of the licensing process and in so doing may impose such terms and conditions upon such license as it may consider appropriate.

5.10.5 The Board of Selectmen shall give public notice of the initial request whereby a retail or commercial operation or place of business seeks to be open for the transaction of retail business between the hours of 12:01 a.m. and 6:00 a.m. or any portion thereof and shall hold a public hearing on the initial request within thirty (30) days of receipt of any such request. The Board may determine annually whether a public hearing will be required on an application to renew the annual approval of a business to be open between the hours of 12:01 am and 6:00 am.

- 5.10.6** Any person violating any of the provisions of this Bylaw shall be punished by a fine of not more than Three Hundred Dollars (\$300.00) for each offense, and in the case of continuing violation, every calendar day upon which such retail, or commercial operation or place of business shall remain open for retail business in violation of this Bylaw shall be considered a separate offense.

NOTE – The underlined language is to emphasize changes from the initial Warrant Article and is not to be included in final text.

On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was moved that this Special Town Meeting stand adjourned sine die.

Meeting adjourned at 8:55 p.m.

129 Town Meeting Members were present.

A true copy. Attest:


Cheryl A. Johnson
Town Clerk

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on March 6, 2007 notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant in the following public places within the Town of Reading:

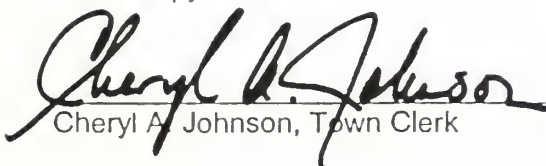
Precinct 1	J. Warren Killam School, 333 Charles Street
Precinct 2	Registry of Motor Vehicles, 275 Salem Street
Precinct 3	Reading Police Station, 15 Union Street
Precinct 4	Joshua Eaton School, 365 Summer Avenue
Precinct 5	Town Hall, 16 Lowell Street
Precinct 6	Austin Preparatory School, 101 Willow Street
Precinct 7	Reading Library, Local History Room, 64 Middlesex Avenue
Precinct 8	Mobil on the Run, 1330 Main Street

The date of posting being not less than fourteen (14) days prior to April 3, 2007, the date set for the Local Election in this Warrant.

I also caused an attested copy of this Warrant to be published in the Reading Chronicle in the issue of March 7, 2007.


Thomas H. Freeman, Constable

A true copy. Attest:


Cheryl A. Johnson, Town Clerk

TOWN WARRANT
(Seal)
COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in elections and Town affairs, to meet in the following place designated for the eight precincts in said Town, namely:

Precincts 1, 2, 3, 4, 5, 6, 7 and 8
RMHS Hawkes Field House, Oakland Road

TUESDAY, the THIRD OF APRIL, A.D., 2007
from 7:00 a.m. to 8:00 p.m. to act on the following Articles, viz:

ARTICLE 1 To elect by ballot the following Town Officers:

A Moderator for one year;
Two members of the Board of Selectmen for three years;
One member of the Board of Assessors for three years;
Two members of the Board of Library Trustees for three years;
Two members of the Municipal Light Board for three years;
Two members of the School Committee for three years;
and sixty five Town Meeting Members shall be elected
to represent each of the following precincts:

Precinct 1	Eight members for three years;
Precinct 2	Eight members for three years;
Precinct 3	Eight members for three years;
Precinct 4	Eight members for three years;
Precinct 5	Eight members for three years; one member for one year;
Precinct 6	Eight members for three years;
Precinct 7	Eight members for three years;
Precinct 8	Eight members for three years.

and to meet at the Reading Memorial High School, 62 Oakland Road, in said Reading
on

MONDAY, the TWENTY-THIRD DAY OF APRIL A.D., 2007

at seven-thirty o'clock in the evening, at which time and place the following Articles are
to be acted upon and determined exclusively by Town Meeting Members in accordance
with the provisions of the Reading Home Rule Charter.

ARTICLE 2 To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Director of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Town Manager and any other Official, Board, or Special Committee.

Board of Selectmen

ARTICLE 3 To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees, and to see what sum the Town will vote to appropriate by borrowing or transfer from available funds, or otherwise, for the purpose of funding Town Officers and Special Committees to carry out the instructions given to them, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 4 To see if the Town will vote to amend the FY 2007 - FY 2011 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 5 To see if the Town will vote to amend one or more of the votes taken under Article 15 of the Warrant of the Annual Town Meeting of April 24, 2006, as amended by Article 5 of the November 13, 2007 Subsequent Town Meeting, and as further amended by Article 4 of the February 26, 2007 Special Town Meeting; and to see what sum the Town will vote to appropriate by borrowing or transfer from available funds, or otherwise, as the result of any such amended votes for the operation of the Town and its government, or take any other action with respect thereto.

Finance Committee

ARTICLE 6 To see if the Town will vote to authorize the payment during Fiscal Year 2007 of bills remaining unpaid for previous fiscal years for goods and services actually rendered to the Town, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 7 To see if the Town will vote to approve the FY 2008 – FY 2012 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 8 To see if the Town will vote to accept the provisions of Chapter 184, Section 52 of the Acts of 2002 which allow the expenses of the Senior Tax Work Program to be charged against the Overlay Reserve, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 9 To see what sum the Town will vote to appropriate by borrowing, whether in anticipation of reimbursement from the State under Chapter 44, Section 6, Massachusetts General Laws, or pursuant to any other enabling authority or from the tax levy, or transfer from available funds, or otherwise, for highway projects in accordance with Chapter 90, Massachusetts General Laws, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 10 To see if the Town will vote to authorize the Board of Selectmen to sell, or exchange, or dispose of, upon such terms and conditions as they may determine, various items of Town tangible property, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 11 To see what sums the Town will vote to appropriate to establish revolving funds under Chapter 44, Section 53E½ for any or all of the following purposes:

- ♦ Using the receipts generated through the sale of compost and recycling bins to purchase additional compost and/or recycling bins, said expenditures to be administered by the Public Works Director;
- ♦ Administering the consultant fee provision of the Reading General Bylaws Section 5.7, Wetlands Protection, said expenditures to be administered by the Conservation Commission;
- ♦ Using all or part of the receipts generated from the issuance of Building, Plumbing or Gas, and Wiring and other permits for the Walkers Brook Crossing Development, Archstone Development and/or the Johnson Woods Development to pay the costs of legal expenses, oversight and inspection, plan review, initial property value appraisal and appeals, and general management of the Community Services operations related to that development; and to pay for related expenditures, said expenditures to be administered by the Town Manager;
- ♦ Operating public health clinics and any related expenses which fund shall be credited with receipts from clinic fees and third party reimbursement administered under the authority of the Health Services Administrator acting with the approval of the Town Manager;

and to determine the total amount of expenditures during Fiscal Year 2006 which may be made from each such fund, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 12 To see if the Town will vote to rescind the entirety of Section 4.3.4 of the Town of Reading General Bylaws which provides for the publication of a valuation list every 10 years, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 13 To see if the Town will vote to determine how much money the Town will appropriate by borrowing, or from the tax levy, or transfer from available funds, or otherwise, for the operation of the Town and its government for Fiscal Year 2008 beginning July 1, 2007, or take any other action with respect thereto.

Finance Committee

ARTICLE 14 To see if the Town will vote to accept the report of the Board of Selectmen upon the laying out as a public way the following described private way under the provision of law authorizing the assessment of betterments, such ways being laid out in accordance with plans duly approved by the Board of Selectmen; and to authorize the Board of Selectmen to take such ways under the provision of law authorizing the assessment of betterments, in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefore, the plans and descriptions for such way being filed in the Office of the Town Clerk in accordance with the statutory requirements; and to see what sum the Town will vote to appropriate by borrowing, or from the tax levy, or transfer from available funds, or otherwise, for the acquisition of said lands or easements therein or for payment of any eminent domain damages and for the construction of said ways, or take any other action with respect thereto.

- Woodland Street (from John Carver Road easterly to Town owned Birch Meadow property)

Board of Selectmen

ARTICLE 15 To see if the Town will vote to establish a stabilization fund for the purpose of funding post employment benefits, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 16 To see if the Town will vote to accept Chapter 32, Section 9(2)(d)(ii) that allows an increase to the death benefit for surviving children, or take any other action with respect thereto.

Retirement Board

ARTICLE 17 To see what sum the Town will vote to raise by borrowing and appropriate pursuant to Chapter 44 Section 7(1) of the Massachusetts General Laws, for reconstructing surface drains, sewers and sewerage systems, including the cost of consulting engineering services, designs, plans, contracts, specifications, equipment, inspection fees, contingencies and related facilities and expenses related thereto and necessary in connection therewith, said sum to be spent under the direction of the Town Manager; and see if the Town will vote to authorize the Town Manager, the Board of Selectmen or any other agency to file an application(s) for a grant or grants to be used to defray all or any part of said sewer construction and/or reconstruction and related matters; and to see if the Town will vote to authorize the Town Manager to enter into any or all agreements as may be necessary to carry out the purpose of this Article, including but not limited to, the applications and acceptance of a grant and a non-interest bearing loan from the Massachusetts Water Resources Authority, and authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said loan, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 18 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of making improvements to Main Street from Salem Street to Washington Street, the so called Downtown Improvement Project, including the costs of engineering services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 19 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of purchasing and installing a financial hardware and software system, including the costs of consulting services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said system; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 20 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of purchasing a fire engine, including the costs of consulting services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said fire engine; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 21 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of making improvements to or replacing the Birch Meadow Tennis Courts, including the costs of engineering services, plans, documents, cost estimates, bidding services, construction management services, and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and to authorize the Town

Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 22 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of making artificial turf field improvements at the Parker Middle School and/or the Coolidge Middle School, including the costs of engineering services, plans, documents, cost estimates, bidding services, construction management services, and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 23 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of making improvements to the Sunnyside Avenue and Fairview Avenue sewer, including the costs of engineering services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 24 To see if the Town will vote to amend Section 2.2.13 of the Reading Zoning By-Laws so that it will read as follows:

2.2.13. Lot Frontage: The continuous uninterrupted length of a lot boundary line along a street line having a depth into the lot of not less than twenty (20) feet, said depth measured at an angle to said street line of not less than 65 degrees, over and through which, actual legal and physical access to the potential building site by both pedestrian and vehicles shall be required. The presence or existence of an access easement shall not satisfy the requirement for actual legal and physical access. The end of a street without a cul-de-sac shall not be considered frontage.

Or take any other action with respect thereto.

Board of Selectmen

ARTICLE 25 To see if the Town will vote to amend the Reading Zoning By-Laws to change the parking requirements for retail stores, offices and consumer service establishments located within the Business B/Mixed-Use Overlay district, by amending Section 6.1.1.1. The amendments would eliminate the so-called "300 foot exemption" and replace it with a more flexible parking formula that requires 50 percent of parking to be constructed onsite and sets up a funding mechanism for central parking facilities and transportation and pedestrian alternatives. The new language in Section 6.1.1.1. would read as follows:

"No land shall be used and no building shall be erected, enlarged or used unless off-street parking areas, and off-street loading and unloading areas, conforming in amount and type to that described herein are provided except that the CPDC may allow the applicant representing retail stores, offices or consumer service establishments located within the Business B/Mixed Use Overlay to be exempted from up to fifty (50) percent of the required parking spaces if the applicant pays an impact fee of \$20,000 for each parking space not provided. The money shall be deposited into a separate account, with half the funds to be used for short or long-term parking solutions in the Town in the Business B/Mixed Use Overlay District, and half to be used to fund transportation alternatives for employees and customers in the Business B/Mixed Use Overlay District or pedestrian enhancements to streets inside or leading to or from the Business B/Mixed-use Overlay District."

By Petition

ARTICLE 26 To see if the Town will vote to delete Section 5.6.2.2.3 of the General Bylaws of the Town of Reading and re-numbering subsequent sections of the bylaw, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 27 To see if the Town will vote to pursuant to Section 2-6 of the Reading Home Rule Charter, to declare the seats of certain Town Meeting Members to be vacant and remove certain described persons from their position as Town Meeting Members for failure to take the oath of office within 30 days following the notice of election or for failure to attend one half or more of the Town Meeting sessions during the previous year, or take any other action with respect thereto:

Precinct 2	Robert DeMild Jr. John W. Fay Thomas F. O'Donnell
Precinct 3	Thomas F. Procopio
Precinct 8	Timothy C. Curren

Board of Selectmen

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to April 3, 2007, the date set for the Election in said Warrant, and to publish this Warrant in a newspaper published in the Town, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

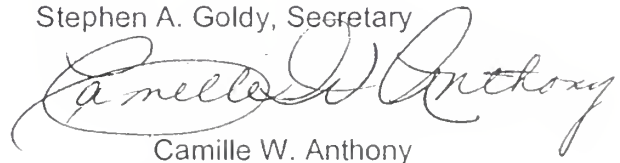
Given under our hands this 27th day of February, 2007.



Ben Tafoya, Chairman

James E. Bonazoli, Vice Chairman

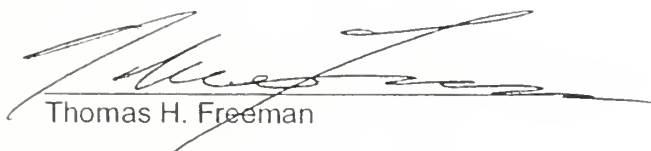
Stephen A. Goldy, Secretary



Camille W. Anthony



Richard W. Schubert
SELECTMEN OF READING



Thomas H. Freeman

ANNUAL TOWN ELECTION

April 3, 2007

Pursuant to the Warrant and the Constable's Return thereon, a General Election was held for all eight precincts at Reading Memorial High School - Hawkes Field House. The Warrant was partially read by the Town Clerk, Cheryl A. Johnson, when on motion of Fred Van Magness, Precinct 1 Warden, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Town Clerk. The ballot boxes were examined by the respective Wardens and each found to be empty and registered 00.

The Town Clerk declared the polls open at 7:00 a.m. and closed at 8:00 p.m., with the following results:

2314 ballots (14%) of registered voters cast as follows:

Moderator for one year - Vote for One									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Alan E. Foulds*	280	161	154	302	197	244	272	235	1845
Other	2	0	0	2	5	0	0	0	9
Blanks	55	42	35	72	49	67	88	52	460
Total	337	203	189	376	251	311	360	287	2314
*Elected									

Board of Selectmen for three years - Vote for Two									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Stephen A. Goldy*	214	115	114	243	157	217	209	161	1430
Richard W. Schubert*	243	121	119	254	155	183	238	176	1489
Randall W. Jones	83	77	79	102	92	101	112	94	740
Other	0	4	4	4	0	2	3	1	18
Blanks	134	89	62	149	98	119	158	142	951
Total	674	406	378	752	502	622	720	574	4628
*Elected									

Board of Assessors for three years - Vote for One									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Ralph A. Colorusso*	248	148	139	263	181	225	229	201	1634
Other	0	1	0	2	1	0	0	0	4
Blanks	89	54	50	111	69	86	131	86	676
Total	337	203	189	376	251	311	360	287	2314
*Elected									

Board of Library Trustees for three years - Vote for Two									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Richard H. Curtis*	132	99	112	198	127	133	125	104	1030
Cherrie M. Dubois*	178	124	110	191	159	172	203	165	1302
Brian S. Kimerer	108	67	50	108	71	110	172	101	787
Other	0	1	0	1	0	1	1	0	4
Blanks	256	115	106	254	145	206	219	204	1505
Total	674	406	378	752	502	622	720	574	4628
*Elected									

Municipal Light Board for three years - Vote for Two									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Ellen C. Kearns*	236	143	130	249	160	212	233	192	1555
Philip B. Pacino*	219	138	129	248	165	213	219	186	1517
Other	0	0	2	4	0	0	0	0	6
Blanks	219	125	117	251	177	197	268	196	1550
Total	674	406	378	752	502	622	720	574	4628
*Elected									

School Committee for three years - Vote for Two									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Elaine L. Webb*	251	110	110	206	125	168	212	164	1346
Karen T. Janowski	130	115	98	170	124	153	187	156	1153
Charles R. Robinson*	217	124	124	285	180	234	250	174	1588
Other	1	1	2	0	1	0	3	0	8
Blanks	55	56	44	91	72	67	68	80	533
Total	674	406	378	752	502	622	720	574	4628
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
<u>Candidate</u>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Sheila M. Mulroy*	251								251
Steven L. Perry*	247								247
Jane M. Spano*	246								246
Ronald Thomas O'Keefe, Jr.*	208								208
Eric P. Raciti*	201								201
James Foster Rigney*	219								219
Valerie A. Ross*	9								9
Susan Gifford Fay*	4								4
Other	13								13
Blanks	1298								1298
Total	2696								2696
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
<u>Candidate</u>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Peter G. Coumounduros*		138							138
Alice M. O'Sullivan*		148							148
Anthony L. Rickley*		129							129
Denise M. Iozzo*		170							170
Amanda Lee Foulds*		4							4
Priscilla Ryan*		2							2
Robert V. Hunt		1							1
Paul F. Robertson**		1							1
Christopher P. Flanagan		1							1
Kathleen M. Flanagan		1							1
Suzanne M. Flanagan		1							1
Charles B. Powers		1							1
Robert L. Green**		1							1
Other		5							5
Blanks		1021							1021
Total		1624							1624
*Elected									

**Tie Breaker decided at Town Meeting April 30, 2007

Town Meeting Members for three years - Vote for not more than Eight									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Mary Ellen Begonis*			139						139
Walter B. Begonis*			137						137
William H. Downing*			136						136
Catherine L. Martin*			125						125
Donald J. Muse*			120						120
Patrick A. Schettini*			128						128
Albert Garbarino*			136						136
John Michael O'Leary*			19						19
Randall W. Jones			7						7
Other			15						15
Blanks			550						550
Total			1512						1512
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Neil L. Cohen*				226					226
Andrew W. Grimes*				188					188
Richard E. McDonald*				187					187
Thomas J. Meharg*				178					178
Brian C. Snell				175					175
Robert H. Soli*				176					176
Ralph L. Vinciguerra*				227					227
Richard H. Curtis**				175					175
Stephen A. Goldy*				214					214
Peter P. Lattanzi, Jr.				157					157
Gil J. Rodrigues				142					142
Other				4					4
Blanks				959					959
Total				3008					3008
*Elected									

**Tie Breaker decided at Town Meeting April 23, 2007

Town Meeting Members for three years - Vote for not more than Eight									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Loretta E. Cavagnaro*					152				152
Christina L. DiNardo*					164				164
Robert L. Fuller*					160				160
Susan A. Giacalone*					149				149
Janice M. Jones*					167				167
Eileen C. O'Shea*					159				159
Philip B. Pacino*					162				162
David A. Talbot*					160				160
Other					5				5
Blanks					730				730
Total					2008				2008
*Elected									

Town Meeting Member for one year - Vote for not more than One									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Thomas Joseph Quintal*					177				0
Other					2				0
Blanks					72				0
Total					251				0
*Elected									

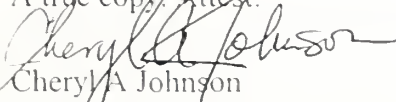
Town Meeting Members for three years - Vote for not more than Eight									
<i>Candidate</i>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Kevin M. Douglas*						210			210
James J. Fandel*						193			193
Diana M. Kaine*						194			194
Gael Phillips-Spence*						195			195
Drucilla Wood-Beckwith*						210			210
Steven G. Oston*						160			160
Linda M. Phillips*						148			148
Greg F. Selvitelli*						185			185
Other						3			3
Blanks						990			990
Total						2488			2488
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
<u>Candidate</u>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Charles V. Donnelly-Moran*							221		221
Norman F. Kozlowski*							243		243
Nancy B. Matheson*							225		225
Sandra J. Michaud*							227		227
Frances C. Sansalone*							220		220
Richard W. Schubert*							256		256
David C. Michaud*							253		253
Ruth S. Urell*							8		8
Other							227		27
Blanks							1200		1200
Total							2880		2880
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
<u>Candidate</u>	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
Christine L. Derse*								184	184
James F. Lordan, Jr.*								180	180
George B. Perry II*								185	185
John H. Russell*								184	184
Margaret W. Russell*								177	177
William J. Hecht, Sr.*								173	173
Andrew Patrick Murphy*								173	173
Robert J. Beckman								1	1
James S. Bradley								1	1
Kendra J G Cooper								1	1
Donald J. Golini								1	1
Patricia Jean Lloyd**								1	1
Caroline Ross								1	1
Karen M. Sawyer								1	1
Robin M. Watson								1	1
Other								2	2
Blanks								1030	1030
Total								2296	2296
*Elected									

**Tie Breaker decided at Town Meeting April 23, 2007

A true copy. Attest:


Cheryl A. Johnson
Town Clerk

ANNUAL TOWN MEETING

Reading Memorial High School

April 23, 2007

All Town Meeting members were sworn in. Precinct 1 met and appointed Keith J. D'Entremont to fill a vacated seat. Precinct 4 tie votes were broken with Richard H. Curtis for a three year term. Precinct 8 tie votes were broken with Patricia J. Lloyd for a three year term.

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:47 p.m., there being a quorum present. The Invocation was given by Mary Ellen O'Neill, Precinct 6. There was a moment of silence in memory of Navy Pilot Lieutenant Commander Kevin Davis (RMHS 1992 graduate) followed by the Pledge of Allegiance to the Flag. New Town Meeting Members were sworn in by the Moderator.

The Warrant was partially read by the Town Clerk, Cheryl A. Johnson, when on motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to dispense with further reading of the Warrant except for the Officer's Return, which was read by the Town Clerk.

ARTICLE 2 – Chairman of the Board of Selectman Ben Tafoya gave the following State of the Town Report:

It is my honor to serve as the Chair and tonight I have the opportunity to say a few words on behalf of the Board of Selectmen on the state of the town. Change and challenges are constants for the Town of Reading. The year 2006 was no exception as we had new faces in town hall, new initiatives from our boards and new issues to face to help secure a safe and prosperous future for our community.

But 2006 saw the Board of Selectmen spend considerable time on some long standing issues that I will touch on briefly...

W/S Associates' proposal for a Retail Lifestyle Center at the former Addison Wesley site continued to be debated with density and traffic impacts being the major issues for the community. In September of 2006 the Board of Selectmen voted to not accept the developer's proposal for a Lifestyle Center. In recent months the property owner, Pearson, approached the town with a new lead developer to resume discussions about a mixed use development that can secure broader public support.

The I-93/I-95 Interchange Project process continued and a series of public meetings have been held regarding specific design alternatives. Camille Anthony and Rick Schubert from the Board of Selectmen, CPDC member Jonathan Barnes, and resident George Katsoufis represent the Town on the State task Force and are very active members and participants. The issues of traffic and transportation have been a constant theme over the past year.

A considerable amount of time was spent on downtown parking. The Board, with staff and business input, made comprehensive changes to the downtown parking regulations. These changes hopefully make the regulations easier to understand, create some opportunities for much needed employee/merchant parking, and make downtown Reading a more friendly business environment. In addition, the Board of Selectmen created an Ad Hoc Downtown Parking Task Force to explore options to create more parking for the downtown area. The Committee has already made a recommendation to the Board of Selectmen that we explore options for a parking structure in downtown.

Town meeting joined us in this discussion through the recent resolution of a long debate about a zoning change for a parcel of land on Sanborn Street to increase the parking for the Reading Cooperative Bank. You also approved Bylaws requiring the registration of door-to-door solicitors; updating Animal Control regulations and restricting the hours of construction, all of which required debate and discussion by Board members.

We also all spent time considering issues regarding the purchase and use of open space and the development or renovation of recreation opportunities. The Board of Selectmen directed the Town Manager to move ahead with the acquisition of the property at 1481 Main Street to be used for open space and recreation. The full acquisition cost is covered by a grant and by a very generous donation from Nelson Burbank. I'm happy to report that, as of Monday, April 9, 2007 the Town took title to this property, and we are in the process of making it ready to be used by the public.

To help with the stewardship of this and other open space we formed the Northern Area Greenway Committee to look at near and long term plans for the area of open space that stretches across the Northern areas of our town, now almost continuously from border to border.

The Board also approved the purchase and sales agreement for acquisition of Dividence Meadows that consists of 10 acres of land at the end of Kiernan Road, and that purchase has been completed. A state grant covered over ½ the cost of this acquisition of this Conservation land.

In July the Board of Selectmen directed Town Counsel to move forward to take the necessary actions to prepare a cy pres petition for Memorial Park. A preliminary design has been prepared for updating Memorial Park and work will continue. We expect the cy pres petition to the court to be filed within about a month.

In December 2006 the Board of Selectmen approved the demolition of Imagination Station with the preservation of certain artifacts including plaques, signs and artwork and directed the Town Manager to proceed with a design process for the layout and construction of a new Imagination Station at that site. This will be done as part of a master planning process for the Birch Meadow area.

A considerable amount of time has also gone into maintaining and enhancing the financial strength of our town government. Later in town meeting we will hear the highlights of the budget process initiated this year which involved an earlier set of financial forums. This is a challenging budget year for our town and most communities across the state and it requires a careful eye to make sure commitments do not outstrip resources.

Work continues on other fronts to help insure good financial strength for Reading. We formed an Economic Development Committee as an outgrowth of the work on our Master Plan, an ad hoc Community Preservation Act Study Committee and an ad hoc Tax Classification Study Committee.

This is just a taste of the many actions of the Board in the past year and work on these and other initiatives continues this year, including the final approvals from the various bodies involved in the momentous decision last year for the full buy-in for our water sources from the MWRA and the investment in our infrastructure through the establishment of the Stormwater Management enterprise fund.

This work also reflects the great strengths of our town which continued this year. I want to briefly comment on three.

First let me say how inspiring it is to see week in and week out how our tradition of volunteer involvement in this community makes Reading a better place to live and work. By my informal count of the details recorded in our annual report for 2006 the Board of Selectmen made over eighty appointments to Boards, Committees and Commissions. But government service is a small fraction of this strength. (and I am not talking about the effort that must go into addressing and stuffing the envelopes for all the fundraising appeals I receive.) We have hundreds of residents involved in coaching sports across all seasons, our cultural institutions such as the choral groups, orchestra, bands, dance, drama and more, our church communities, social service organizations, our seniors and our schools, all depend on the countless hours of community service given by Reading residents in service to themselves, their neighbors and the children of the community. As I look out at this audience I see so many people who serve the community in multiple capacities and I thank you and all those at home for your help and service.

During 2006 one of the best examples of this was the energy and numbers of people committed to help the community in the initiative against substance abuse. The official not for profit was formed last year and has secured some funding and its impact on the town will be great.

The second strength I want to comment on is our commitment to professional management to steer our town government and our schools. The results show. I continually receive complements from folks in, and interestingly, outside of Reading on what a good job our town does and how well managed it is. We profit from expert leadership and advice. In this area 2006 saw some change, our new town engineer, George Zambouras, had a full year under his belt and our town planner, Chris Reilly left

for a new job. Mike Schloth was promoted to permits coordinator in our planning department, Tim Brennan hired as a new Assistant Building Inspector and Ann Gentile as Assistant Town Clerk. But the heart of our management team stayed together this year and this will help with the challenges ahead. We want to thank Pete Hechenbleikner who celebrated 20 years of service to the community in 2006 and our department heads and town staff for their continuing excellence. We also want to give special thanks and recognition to Paula Schena, our Office Manager who provides direct and excellent support to the Board of Selectmen in all of our work. This excellence in service is also true of our schools which continue to win awards, gain recognition for Reading and educate our community's most precious of resources, our children.

Finally, I want to comment on our willingness to tackle difficult decisions. We have seen this willingness in town meeting during the discussion of water infrastructure leading to the MWRA buy-in. And we have some tough discussions ahead. Perhaps the most pressing issue continues to be how we can continue to provide excellent services in the era of Proposition 2.5? With a municipal inflation rate of something close to 5% and a property tax base of \$45 Million do we have the resources to continue to provide the services our citizenry has come to expect? Our new Governor, Deval Patrick, has proposed a municipal partnership act that would give us some additional flexibility on taxing and spending, as well as property tax relief for lower income homeowners. We need to consider whether we support these initiatives and what they would mean for our town.

Equally important, we need to examine what is sustainable in terms of programs and services given the budget outlook for the next few years. One area in which I think we might take the initiative is the examination of further regionalization of services. We have a very successful partnership with Wilmington for Veteran's Services. Could we not take advantage of our strengths and look at how we might be able to save some money by joining with other communities for some services such as building and health inspections or other areas?

In closing let me say that we should have confidence in the future strength of the town because of the people who live in the community and commitment we make to each other. That is the heart and soul of this form of government we have in New England. I look forward to an exciting year, good luck to all of us for a successful town meeting and thank you for the privilege of sharing these thoughts tonight.

ARTICLE 2 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to table the subject matter of Article 2.

ARTICLE 3 – On motion by James E. Bonazoli, member of the Board of Selectmen, it was voted to table the subject matter of Article 3.

ARTICLE 4 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to table the subject matter of Article 4.

ARTICLE 5 – On motion by Andrew Grimes, Chairman of the Finance Committee, it was voted to amend the following votes taken under Article 15 of the Warrant of the Annual Town Meeting of April 24, 2006, as amended by Article 5 of the November 13, 2006 Subsequent Town Meeting, and as further amended by Article 4 of the February 26, 2007 Special Town Meeting; and that the Town vote to appropriate by transfer sums from available funds as noted for the operation of the Town and its government:

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
C13	FINCOM Reserve Fund (Finance – Expenses) <i>leaves \$50,000 balance</i>	\$91,700	
E7	Public Safety Wages <ul style="list-style-type: none"> • Police \$35,000 • Dispatch \$40,000 • Fire \$28,000 		\$103,000
E8	Public Safety Expenses <ul style="list-style-type: none"> • Fire – Medical Supplies \$7,000 		\$ 7,000
F11	DPW – Wages <ul style="list-style-type: none"> • Admin. – Bus'n Adm. (\$12,323) • Engineer – Ass't CE (\$30,000) • Highway - OT \$19,000 	\$23,323	
F12	DPW – Expenses <ul style="list-style-type: none"> • Admin. – Procurement \$1,748 • Engineer – Pavement Management Study \$5,600 • Hwy/Equip - line paint \$13,000; Equip. maintenance \$46,000; Details \$2,800; Signs \$15,000; Patch \$5,000; Fuel \$15,000 		\$104,148
F14	Rubbish Collection/Disposal <ul style="list-style-type: none"> • Imagination Station \$9,600 		\$ 9,600
F15	Snow & Ice (includes \$19,200 for 4/4)		\$150,631
I	Vocational Schools – New placement		\$ 26,000
K8	Employee Benefits <ul style="list-style-type: none"> • Group health/life ins. \$228,426 • Medicare/Social Sec. \$130,462 		\$358,888
	Subtotals from above	\$115,023	\$759,267
	Net from Free Cash		\$644,244

Capital

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
J3	School Building Capital <ul style="list-style-type: none"> • JE clock tower repairs \$35,000 • BM portables removal \$25,000 		\$60,000
	Net from Free Cash		\$60,000

Enterprise Funds

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
L1	Water – Wages <ul style="list-style-type: none"> • Distribution OT – MWRA valve 		\$94,250
L2	Water – Expenses <ul style="list-style-type: none"> • MWRA water assess 	\$94,250	
M2	Sewer – Expenses <ul style="list-style-type: none"> • System Maint. \$38,000 • MWRA sewer assess (\$23,843) 		\$14,157
	Subtotals	\$94,250	\$108,407
	Net from Water Reserves		\$0
	Net from Sewer Reserves		\$14,157

ARTICLE 6 – On motion by Richard W. Schubert, member of the Board of Selectmen, it was voted to Indefinitely Postpone the subject matter of Article 6.

ARTICLE 7 – On motion by Camille W. Anthony, member of the Board of Selectmen, it was voted to approve the FY 2008 – FY 2012 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter.

ARTICLE 8 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to accept the provisions of Chapter 59 Section 5K of the Massachusetts General Laws.

ARTICLE 9 – On motion by James E. Bonazoli, member of the Board of Selectmen, it was voted to appropriate the sum of four hundred fifty-one thousand three hundred and forty-eight dollars (\$451,348.00) for highway projects from the proceeds due to the Town under the provisions of M.G.L. Chapter 90.

2/3 vote required
Declared Unanimous by Moderator

ARTICLE 10 – On motion by James E. Bonazoli, member of the Board of Selectmen, it was voted to authorize the Board of Selectmen to sell, or exchange, or dispose of, upon

such terms and conditions as they may determine, the following items of Town tangible property:

Department	Equipment
Fire	1979 Mack Fire Engine
DPW	Two(2) International Dump Trucks
DPW	One(1) International Dump/Rack Body Truck
DPW	One(1) Caterpillar Backhoe
DPW	One(1) Ford Crown Victoria
Police	2 Police Cruisers

ARTICLE 11 – On motion by Richard W. Schubert, member of the Board of Selectmen, it was voted to authorize revolving funds for certain Town departments under Massachusetts General Laws, Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2007 with the receipts, as specified, credited to each fund, the purposes, as listed, for which each fund may be spent, the maximum amount that may be spent from each fund for the fiscal year and the disposition of the balance of each fund at fiscal year end.

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits	Year End Balance
Home Composting	Public Works	Fees charged for compost & recycle bins	Purchase of bins	\$499	Available for expenditure next year
Conservation Commission Consulting fees	Conservation Commission	Fees As provided for in Reading General Bylaws Section 5.7, Wetlands Protection	Consulting and engineering services for the review of designs and engineering work for the protection of wetlands.	\$25,000	Available for expenditure next year
Inspection Revolving Fund	Town Manager	Building Plumbing, Wiring, Gas and other permits for the Walkers Brook Crossing, Archstone and Johnson Woods developments	Legal, oversight and inspection, plan review, initial property appraisals and appeals, Community Services general management, landfill monitoring costs, curb sidewalks and pedestrian safety improvements, records archiving and other project	\$200,000	Available for expenditure next year

			related costs.		
Public Health Clinics	Health Services Administrator	Clinic fees and third party reimbursements	Vaccines, materials for screening clinics and clinical supply costs, medical equipment and supplies, immunizations, educational materials	\$25,000	Available for expenditure next year

ARTICLE 12 – On motion by Camille W. Anthony, member of the Board of Selectmen, it was voted to rescind the entirety of Section 4.3.4 of the Town of Reading General Bylaws which provides for the publication of a valuation list every 10 years, and renumber the subsequent sections of the Bylaw.

ARTICLE 15 – On motion by James E. Bonazoli, member of the Board of Selectmen, it was moved to take Article 15 out of order.

ARTICLE 15 – On motion by James E. Bonazoli, member of the Board of Selectmen, it was moved to establish a stabilization fund for the purpose of funding post employment benefits, and to fund the stabilization in the amount of sixty thousand two hundred dollars (\$60,200) from Free Cash.

2/3 vote required
28 voted in the affirmative
124 voted in the negative

Motion did not carry.

ARTICLE 13 – On motion by William C. Brown, Precinct 8, it was moved to postpone Article 13 until Thursday night, April 26, 2007.

Motion carried.

ARTICLE 14 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to accept the report of the Board of Selectmen upon the laying out as a public way the following described private way under the provision of law authorizing the assessment of betterments, such ways being laid out in accordance with plans duly approved by the Board of Selectmen; and to authorize the Board of Selectmen to take such ways under the provision of law authorizing the assessment of betterments, in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefore, the plans and descriptions for such way being filed in the Office of the Town Clerk in accordance with the statutory requirements; and that the Town appropriate the sum of ninety four thousand two

hundred and eighty four dollars (\$94,284) from free cash, for the acquisition of said lands or easements therein or for payment of any eminent domain damages and for the construction of said ways:

- Woodland Street (from John Carver Road easterly to the Town owned Birch Meadow property)

2/3 vote required
128 voted in the affirmative
12 voted in the negative

ARTICLE 16 – On motion by James E. Bonazoli, member of the Board of Selectmen, it was voted to accept Chapter 32 Section 9(2)(d)(ii) of the Massachusetts General Laws.

ARTICLE 17 – On motion by Richard W. Schubert, member of the Board of Selectmen, it was voted to raise by borrowing and appropriate pursuant to Chapter 44 Section 7(1) of the Massachusetts General Laws, the sum of three hundred and eighty thousand dollars (\$380,000) for reconstructing surface drains, sewers and sewerage systems, including the cost of consulting engineering services, designs, plans, contracts, specifications, equipment, inspection fees, contingencies and related facilities and expenses related thereto and necessary in connection therewith, said sum to be spent under the direction of the Town Manager; and that the Town will vote to authorize the Town Manager, the Board of Selectmen or any other agency to file an application(s) for a grant or grants to be used to defray all or any part of said sewer construction and/or reconstruction and related matters; and to see if the Town will vote to authorize the Town Manager to enter into any or all agreements as may be necessary to carry out the purpose of this Article, including but not limited to, the applications and acceptance of a grant and a non-interest bearing loan from the Massachusetts Water Resources Authority, and authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said loan.

2/3 vote required
137 voted in the affirmative
1 voted in the negative

ARTICLE 18 – On motion by Camille W. Anthony, member of the Board of Selectmen, it was voted that the Town raise by borrowing and appropriate pursuant to Chapter 44 of the Massachusetts General Laws or any other enabling act the sum of six hundred and fifty thousand dollars (\$650,000) for the purpose of making improvements to Main Street from Salem Street to Washington Street, the so called Downtown Improvement Project, including the costs of engineering services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and that the Town authorizes the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes

of this Article, and authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said authorization.

2/3 vote required
138 voted in the affirmative
-0- voted in the negative

ARTICLE 19 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted that the Town raise by borrowing and appropriate pursuant to Chapter 44 of the Massachusetts General Laws or any other enabling act the sum of one million two hundred and fifty thousand dollars (\$1,250,000) for the purpose of purchasing and installing a financial hardware and software system, including the costs of consulting services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said system; and that the Town authorizes the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, and authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said authorization.


2/3 vote required
138 voted in the affirmative
- 0 - voted in the negative

On motion by William C. Brown, Precinct 8, it was voted that this Annual Town Meeting stand adjourned to meet at 7:30 p.m. at the Reading Memorial High School Auditorium, on Thursday, April 26, 2007.

Meeting adjourned at 10:43 p.m.

157 Town Meeting Members were present.

A true copy. Attest:


Cheryl A. Johnson
Town Clerk

ANNUAL TOWN MEETING

Reading Memorial High School

April 26, 2007

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:44 p.m., there being a quorum present. The Invocation was given by Anthony Rickley, Precinct 2, followed by the Pledge of Allegiance to the Flag. Town Moderator presented William C. Brown and Robert L. Fuller with Street Signs and acknowledged their 40 years of service as Town Meeting members.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town raise by borrowing, or from the tax levy, or transfer from available funds, and appropriate the sum of:

- \$79,140,913

for the operation of the Town and its Government for Fiscal Year 2008, beginning July 1, 2007.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item B9:

- Benefits \$9,911,440

to be provided as follows:

Line B9: \$169,213 from Overlay Surplus; and the remainder of line B9 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Items C1 through C14:

- Capital \$819,600

to be provided as follows:

Lines C1 through C14 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item D3:

- Debt \$6,594,457

to be provided as follows:

\$375,000 of Line D3 from Sale of Real Estate; and the remainder of Line D3 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item F1:

- Stabilization Fund \$60,200

to be provided as follows:

Line F1 from Free Cash.

On motion by Harvey J. Dahl, Precinct 7, it was moved to reduce Line Item F1 from \$60,200 to -0-.

Motion to amend carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item H1:

- Vocational Education \$250,000

to be provided as follows:

Line H1 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Items M1 and M2:

- Accounting \$119,527

to be provided as follows:

Lines M1 and M2 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Items N16 and N17:

- Finance \$1,234,522

to be provided as follows:

Lines N16 and N17 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Items P1 and P2:

- Library: \$1,114,381

to be provided as follows:

Lines P1 and P2 from property taxes, State aid and non-property tax local receipts.

On motion by Ronald M. D'Addario, Precinct 6, it was moved to increase Library budget by \$59,774 to reinstate hours of service on Thursday mornings that were eliminated in 2001.

Motion to amend did not carry.

Original Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Items Q22 and Q23:

- Community Services \$1,564,058

to be provided as follows:

Lines Q22 and Q23 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Items R7 and R8:

- Public Safety \$7,260,645

to be provided as follows:

Lines R7 and R8 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Items S14 and S15, and S16, S17, S18, S19 and S20:

- Public Works: \$4,576,214

to be provided as follows:

\$120,000 of Line S14 from the Reading Ice Arena Authority; \$10,000 of Line S20 from Cemetery Sale of Lots; with the remainder of Lines S14 and S15, and S16, S17, S18, S19 and S20 from property taxes, State aid and non-property tax local receipts.

On motion by Ronald M. D'Addario, Precinct 6, it was moved to increase Line Item S11 by \$15,000 for trees on South Main Street from the railroad tracks to Stoneham.

Motion to amend did not carry.

On motion by Stephen L. Crook, Precinct 3, it was moved to increase Line Item S6 by \$15,000 for line painting.

Voted Count Requested
80 voted in the affirmative
62 voted in the negative

Motion to amend carried.

Original Motion as amended by Stephen L. Crook carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item T19:

- School Department \$34,787,537

to be provided as follows:

Line T19 from property taxes, State aid and non-property tax local receipts.

On motion by George V. Hines, Precinct 7, it was moved to increase Line Item T19 by \$50,000 from free to fund a current position of a health and wellness coordinator to deal with substance abuse issues.

Motion to amend did not carry.

On motion by William C. Brown, Precinct 8, it was moved to adjourn this Annual Town Meeting at 11:13 p.m.

Motion to adjourn did not carry.

On motion by John W. Fay, Precinct 2, it was voted to move the Line Item T section of the budget.

2/3 vote required
87 voted in the affirmative
42 voted in the negative

Original Motion carried.

On motion by Ronald M. D'Addario, Precinct 6, it was moved to adjourn this Annual Town Meeting at 11:24 p.m.

Motion to adjourn did not carry.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item U10:

- Town Building Maint. \$661,503

to be provided as follows:

Line U10 from property taxes, State aid and non-property tax local receipts.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item W5:

- Water Enterprise Fund \$4,815,487

to be provided as follows:

Line W5 from user fees and other charges.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item X5:

- Sewer Enterprise Fund \$4,511,587

to be provided as follows:

Line X5 from user fees and other charges.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY 2008 Budget as presented for Line Item Y5:

- Storm Water Enterprise Fund \$341,734

to be provided as follows:

Line Y5 from user fees and other charges.

Motion carried.

ARTICLE 13 – On motion by Andrew J. Grimes, Chairman of the Finance Committee, it was voted that the Town approve and appropriate the proposed FY 2008 Budget, exclusive of State and county assessments:

- \$79,095,713
- Representing the total of all motions made under Article 13 as amended
- Funds are to be provided as set forth in said motions as amended

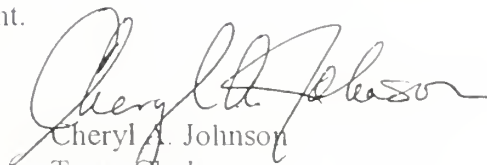
2/3 vote required
111 voted in affirmative
1 voted in the negative

On motion by Jeffrey W. Struble, Precinct 7, it was voted that this Annual Town Meeting stand adjourned to meet at 7:30 p.m. at the Reading Memorial High School Auditorium, on Monday, April 30, 2007.

Meeting adjourned at 11:28 p.m.

154 Town Meeting Members were present.

A true copy. Attest:


Cheryl A. Johnson
Town Clerk

ANNUAL TOWN MEETING

Reading Memorial High School

April 30, 2007

Precinct 2 met and tie votes were broken with Robert L. Green and Paul F. Robertson.

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:52 p.m., there being a quorum present. The Moderator led Town Meeting in the Pledge of Allegiance to the Flag.

ARTICLE 20 – On motion by Stephen Goldy, member of the Board of Selectmen, it was voted that the Town raise by borrowing and appropriate pursuant to Chapter 44 of the Massachusetts General Laws or any other enabling act the sum of four hundred and ten thousand dollars (\$410,000) for the purpose of purchasing a fire engine, including the costs of consulting services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said fire engine; and that the Town authorizes the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article and authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said authorization.

On motion by William C. Brown it was moved to raise by borrowing and/or transfer from the sale of real estate fund and appropriate pursuant to Chapter 44 of the Massachusetts General Laws or any other enabling act the sum of Eight Hundred and Twenty Thousand Dollars (\$820,000).

Motion to amend did not carry.

Original Motion:

2/3 vote required
133 voted in the affirmative
1 voted in the negative

ARTICLE 21 – On motion by Stephen Goldy, member of the Board of Selectmen, it was voted that the Town raise by borrowing and appropriate pursuant to Chapter 44 of the Massachusetts General Laws or any other enabling act the sum of three hundred and fifty thousand dollars (\$350,000) for the purpose of making improvements to or replacing the Birch Meadow Tennis Courts, including the costs of engineering services, plans, documents, cost estimates, bidding services, construction management services, and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply

for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and that the Town authorizes the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article and authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said authorization.

2/3 vote required
136 voted in the affirmative
5 voted in the negative

ARTICLE 22 – On motion by Richard W. Schubert, member of the Board of Selectmen, it was voted that the Town raise by borrowing and appropriate pursuant to Chapter 44 of the Massachusetts General Laws or any other enabling act the sum of six hundred and fifty thousand dollars (\$650,000) for the purpose of making artificial turf field improvements at the Parker Middle School and/or the Coolidge Middle School, including the costs of engineering services, plans, documents, cost estimates, bidding services, construction management services, and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and that the Town authorizes the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article and authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said authorization.

On motion by Russell T. Graham, Precinct 4, it was voted to move the question.

2/3 vote required
112 voted in the affirmative
25 voted in the negative

Original Motion:

2/3 vote required
121 voted in the affirmative
20 voted in the negative

ARTICLE 23 – On motion by Camille W. Anthony, member of the Board of Selectmen, it was voted that the Town raise by borrowing and appropriate pursuant to Chapter 44 of the Massachusetts General Laws or any other enabling act the sum of three hundred sixty five thousand dollars (\$365,000) for the purpose of making improvements to the Sunnyside Avenue and Fairview Avenue sewer, including the costs of engineering services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and that the Town authorizes the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article and authorize the Treasurer-

Collector, with the approval of the Board of Selectmen, to borrow pursuant to said authorization.

2/3 vote required
126 voted in the affirmative
4 voted in the negative

ARTICLE 24 – On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was voted to amend Section 2.2.13 of the Reading Zoning By-Laws so that it will read as follows:

2.2.13. Lot Frontage: The continuous uninterrupted length of a lot boundary line along a street line having a depth into the lot of not less than twenty (20) feet, said depth measured at an angle to said street line of not less than 65 degrees, **over and through which, actual legal and physical access to the potential building site by both pedestrian and vehicles shall be required. The existence of an access easement shall not satisfy the requirement for actual legal and physical access.** The end of a street without a cul-de-sac shall not be considered frontage.

Note – bold and underline is provided for information to Town Meeting and is not part of the motion.

2/3 vote required
126 voted in the affirmative
4 voted in the negative

ARTICLE 25 – On motion by David A. Talbot, Precinct 5, it was moved to table the subject matter of Article 25.

Motion carried

ARTICLE 26 – On motion by Stephen Goldy, member of the Board of Selectmen, it was voted to delete Section 5.6.2.2.3 of the General Bylaws of the Town of Reading and re-number subsequent sections of the Bylaw.

ARTICLE 27 – On motion by Stephen Goldy, member of the Board of Selectmen, it was voted pursuant to Section 2-6 of the Reading Home Rule Charter to declare the following seats of Town Meeting Members to be vacant and remove those persons from their position as Town Meeting Members for failure to take the oath of office within 30 days following the notice of election or for failure to attend one half or more of the Town Meeting sessions during the previous year.

Precinct 2	Robert DeMild Jr. Thomas F. O'Donnell
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Precinct 8	Timothy C. Curren
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ARTICLE 3 - On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was moved to remove Article 3 from the table.

ARTICLE 3 – On motion by Gary D. Phillips, Precinct 6, it was moved to direct the Superintendent to modify the annual School Department's budget as presented to Town Meeting for approval by including the following Line items:

- Total Payroll Employees
 - A. Salaried
 - B. 40 or more hours per week
 - C. 19-39 hours per week
 - D. Less than 19 hours per week

Note: Line items A – D should reflect total number of School Department employees on payroll.

Motion did not carry.

ARTICLE 3 – On motion by Linda M. Phillips, Precinct 6, it was moved to instruct the Selectmen to provide Town Meeting with a complete list of all Town owned equipment for the Police, Fire and Maintenance Departments for the fall 2007 Town meeting that includes the following information:

- Vehicles and equipment
- Year purchased, new, used (or donated)
- Estimated annual maintenance costs
- Reasonable longevity and depreciation

Motion did not carry.

ARTICLE 3 – On motion by George V. Hines, Precinct 7, it was moved that the Reading School Department be requested to prepare a report for distribution to Town Meeting Members prior to the start of the 2007-2008 School Year that includes specific detail on scope and level of effort on District Substance Abuse Prevention Education for the 2007-2008 School Year and include an explanation on how that program is different from the past three school years.

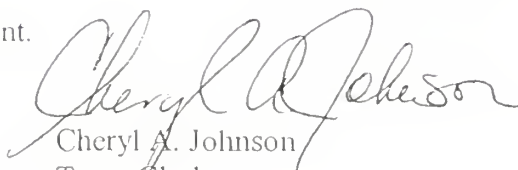
Motion did not carry.

On motion by Ben Tafoya, Chairman of the Board of Selectmen, it was moved that this Annual Town Meeting stand adjourned sine die.

Meeting adjourned at 10:32 p.m.

150 Town Meeting Members were present.

A true copy. Attest:


Cheryl A. Johnson
Town Clerk

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on October 2, 2007 notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant in the following public places within the Town of Reading:

Precinct 1	J. Warren Killam School, 333 Charles Street
Precinct 2	Registry of Motor Vehicles, 275 Salem Street
Precinct 3	Reading Police Station, 15 Union Street
Precinct 4	Joshua Eaton School, 365 Summer Avenue
Precinct 5	Town Hall, 16 Lowell Street
Precinct 6	Austin Preparatory School, 101 Willow Street
Precinct 7	Reading Library, Local History Room, 64 Middlesex Avenue
Precinct 8	Mobil on the Run, 1330 Main Street

The date of posting being not less than fourteen (14) days prior to November 13, 2007, the date set for the Subsequent Town Meeting in this Warrant.

I also caused an attested copy of this Warrant to be published in the Reading Chronicle in the issue of October 24, 2007.


John Della Paolera, Constable

A true copy. Attest:


Cheryl A. Johnson, Town Clerk

**SUBSEQUENT TOWN MEETING
(Seal)
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To any of the Constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in elections and Town affairs, to meet at the Reading Memorial High School Auditorium, 62 Oakland Road, in said Reading, on Tuesday, November 13, 2007, at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

ARTICLE 1 To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Director of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Conservation Commission, Town Manager and any other Board or Special Committee.

Board of Selectmen

ARTICLE 2 To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees, and to see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of funding Town Officers and Special Committees to carry out the instructions given to them, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 3 To see if the Town will vote to amend the FY 2008 – FY 2012, Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 4 To see if the Town will vote to amend one or more of the votes taken under Article 13 of the April 23, 2007 Annual Town Meeting relating to the Fiscal Year 2008 Municipal Budget, and see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate as the result of any such amended votes for the operation of the Town and its government, or take any other action with respect thereto.

Finance Committee

ARTICLE 5 To see if the Town will vote to authorize the payment during Fiscal Year 2008 of bills remaining unpaid for previous fiscal years for goods and services actually rendered to the Town, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 6 To see if the Town will vote to establish a stabilization fund, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 7 To see if the Town will vote to accept the report of the Board of Selectmen upon the laying out as a public way the following described private way under the provision of law authorizing the assessment of betterments, such ways being laid out in accordance with plans duly approved by the Board of Selectmen; and to authorize the Board of Selectmen to take such ways under the provision of law authorizing the assessment of betterments, in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefore, the plans and descriptions for such way being filed in the Office of the Town Clerk in accordance with the statutory requirements; and to see what sum the Town will vote to appropriate by borrowing, or from the tax levy, or transfer from available funds, or otherwise, for the acquisition of said lands or easements therein or for payment of any eminent domain damages and for the construction of said ways, or take any other action with respect thereto.

- Timothy Place

Board of Selectmen

ARTICLE 8 To see if the Town will vote to rescind authorized but unused debt for:

- The Barrows School project as authorized by Article 5 voted 12/10/98 and amended by Article 12 voted 4/24/00, and further amended by Article 13 voted 5/6/04;
- The Birch Meadow Tennis Courts as authorized by Article 21 of the 2007 Annual Town Meeting.

or take any other action with respect thereto.

Board of Selectmen

ARTICLE 9 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of making improvements to or replacing the Birch Meadow Tennis Courts, including the costs of engineering services, plans, documents, cost estimates, bidding services, construction management services, and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 10 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of purchasing a fire ladder truck, including the costs of consulting services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said fire engine; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 11 To see what sum the Town will raise by borrowing, or transfer from available funds, or otherwise, and appropriate for the purpose of constructing curbing, sidewalks, and pedestrian improvements, including the costs of consulting services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and to see if the Town will authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said curbing, sidewalk, and pedestrian improvements; and to authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article; provided however that any borrowing authorized by this Article and any appropriation subject to this Article shall be contingent upon the passage of a debt exclusion referendum question under General Laws Chapter 159, Section 21c within 90 days of the close of this Special Town Meeting, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 12 To see if the Town will vote to accept General Laws Chapter 44, Sections 3-7, inclusive, otherwise known as the Massachusetts Community Preservation Act, by approving a surcharge on real property for the purposes permitted by said Act including the acquisition, creation and preservation of open space, the acquisition, preservation, rehabilitation and restoration of historic resources, the acquisition, creation and preservation of land for recreational use, and the creation, acquisition, preservation and support of community housing; to determine the amount of such surcharge on real property as a percentage of the annual real estate tax levy against real property in an amount not to exceed 3%, such surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2008; and to determine if the Town will accept one or more of the following exemptions from the surcharge as set forth in Section 3(e) of the Act :

- (1) Property owned and occupied as a domicile by a person who would qualify for low income housing or low or moderate income senior housing in the community;
- (2) Class 3 commercial, and Class 4 industrial property as defined by Section 2A of c. 59 in any year the Town adopts a classified tax rate;
- (3) The first \$100,000 of the taxable value of each parcel of residential real property.

or take any other action with respect thereto.

Board of Selectmen

ARTICLE 13 To see if the Town will vote to amend the Zoning By-Laws of the Town of Reading as follows:

Add Sections 2.2.1.1.1, 2.2.13.1, 2.2.21 and 2.2.23.1 as follows:

- 2.2.1.1.1 **Accessory Building:** A detached single story building the use of which is customarily incidental and subordinate to that of the principal building and which is located on the same lot as that occupied by the principal building. An Accessory Building shall not be used to house people, domestic animals or livestock. Nor shall it be used as an independent commercial enterprise. An Accessory Building located within 10 feet of the principal building shall be subject to the dimensional requirements applicable to the principal building.
- 2.2.13.1 **Garage, Detached:** A detached single story accessory building serving as storage for personal vehicles or other items belonging to the occupants of the premises that is used for residential purposes. Such building shall be fully enclosed. A detached garage located within 10 feet of the principal building shall be subject to the dimensional requirements applicable to the principal building.
- 2.2.21 **Lot Coverage:** The percentage of the total lot area covered by principal and accessory buildings (Accessory Building, Detached Garage and/or Carriage House-Stable-Barn).
- 2.2.23.1 **Open Space:** The percentage of the total lot area that consists of undisturbed natural vegetation, grasses, landscaping or otherwise naturally permeable materials, and is completely devoid of any building, structure, road, driveway, parking area, walkway, patio, deck, pool, tennis court, basketball court, or other similar pervious and/or impervious materials.

Add the following (un-shaded) rows to the end of 4.2.2 Table of Uses, Accessory Uses:

PRINCIPAL USES	RES	RES	RES	BUS	BUS	BUS	IND
	S-15	A-40	A-80	A	B	C	
	S-20						
	S-40						
Accessory Uses							
Accessory Building	Yes	No	No	No	No	No	No
Detached Garage	Yes	No	No	No	No	No	No

Replace the existing Paragraph 5.2.3.5 with:

- 5.2.3.5 No building shall be located within the required side yard setback except for a detached garage or accessory building for a one or two family dwelling or any other permitted principal use in a Residence District. Such building shall conform to the dimensional requirements of Table 5.2.3.7.

Replace the existing Paragraph 5.2.3.6 with:

- 5.2.3.6 No building shall be located within the required rear yard setback except for a detached garage or accessory building for a one or two family dwelling or any other permitted principal use in a Residence District. Such building shall not occupy more than 25% of the rear yard. Such building shall conform to the dimensional requirements of Table 5.2.3.7.

Add the following Table:

Table 5.2.3.7 Detached Garage Accessory and Accessory Building Dimensional Controls – S-15, S-20 and S-40 Districts		
Accessory Floor Area (square feet)	Max. Building Height to Ridgeline or Highest Point on Roof (feet)	Min. Side and Rear Yard (feet)
100 or less	10	3
101 to 300	14	10
301 to 650	16	15
651 or greater	Not Allowed	

or take any other action with respect thereto.

Community Planning and Development Commission

ARTICLE 14 To see if the Town will vote to authorize the Board of Selectmen to file the following or similar legislation with the Great and General Court:

AN ACT RELEASING CERTAIN LAND IN THE TOWN OF READING FROM THE OPERATION OF A CONSERVATION RESTRICTION

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of same, as follows:

Section 1. Pursuant to Section 32 of Chapter 184 of the General Laws and notwithstanding any other general or special law to the contrary, the department of conservation and recreation may release a conservation restriction dated January 24, 1983, recorded in the Middlesex South Registry of Deeds at 14938, Book 486, being more particularly described as follows: The parcel of land labeled "Parcel B" (Developed) containing 2.85 acres more or less, as shown on the plan of land entitled "Plan for Conservation Restrictions, Bay State Road, Reading, Mass.", Scale 1" = 40' by R.E. Cameron & Associates, Inc. dated January 25, 1982 recorded said deeds in Plan Book 1983, Page 259.

Section 2. This act shall take effect upon its passage.

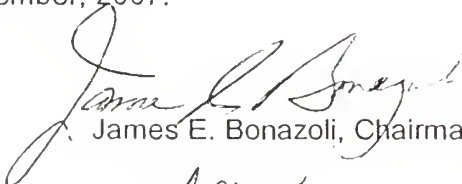
or take any other action with respect thereto.

Board of Selectmen

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 13, 2007, the date set for the meeting in said Warrant, and to publish this Warrant in a newspaper published in the Town, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

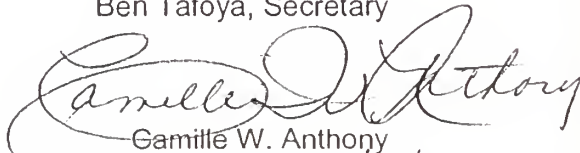
Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

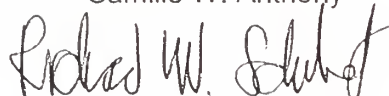
Given under our hands this 25th day of September, 2007.


James E. Bonazoli, Chairman


Stephen A. Goldy, Vice Chairman

Ben Tafoya, Secretary


Gamille W. Anthony


Richard W. Schubert
SELECTMEN OF READING


John Della Paolera, Constable

SUBSEQUENT TOWN MEETING

Reading Memorial High School

November 13, 2007

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:43 p.m., there being a quorum present. The Invocation was given by Anthony L. Rickley, Precinct 2. There was a moment of silence to honor all veterans and remember those who made the supreme sacrifice, followed by the Pledge of Allegiance to the Flag.

The Warrant was partially read by the Town Clerk, Cheryl A. Johnson, when on motion by, James E. Bonazoli, Chairman of the Board of Selectmen, it was voted to dispense with further reading of the Warrant except for the Officer's Return, which was read by the Town Clerk.

ARTICLE 1 – General Manager Vinnie Cameron gave the following Reading Municipal Light Department 2007 Highlights:

- The kilowatt-hour sales for the period July, 2006 through June, 2007 were 709,201,028, which represents a .72% increase as compared to the 2006 fiscal year.
- The RMLD registered a record peak demand of 173 megawatts in August, 2006, which is about 5 megawatts higher than the previous year's peak.
- The RMLD's revenues for the July, 2006 through June, 2007 were \$66.2 million, which produced a Net Income of \$1.9 million.
- The RMLD fuel costs for the period July, 2006 through June, 2007 were \$29.9 which is 23.3% lower than the 2006 fiscal year due to lower fuel costs.
- The RMLD returned \$2.2 million to the Town of Reading, which includes the Annual Return and the Voluntary Payment. The 2007 return is 3.8% higher than the 2006 return.
- Over \$5.0 million was spent in capital improvements during 2007, most of which focused on the electric substations, distribution system, and system controls.
- The reliability of the electric system is at a very high level with an average customer not experiencing an electrical outage for more than 14 months, which is approximately one-half the industry average.

- The RMLD started its Green Choice Program in August, 2006, which allows customers to support renewable energy projects throughout New England.

ARTICLE 1 – School Superintendent Pat Schettini gave the following State of the Schools report:

The Reading Public Schools has a District Improvement Plan that is comprised of a Mission Statement (that you see on the screen(below)) and three Focus areas Climate and Culture, Teaching and Learning, and Fiscal and Human Resource Management.

The District improvement plan is the overarching plan for our district. It is based on the high standards for school improvement as delineated in the Blue Ribbon Lighthouse School Standards and New England Association of Schools and Colleges Standards.

Each school has its own school improvement plan that is aligned with the District Improvement Plan and each educator aligns his or her professional goals with these plans. This process will ensure that our schools are all heading in the same direction. That direction is the journey toward excellence. The journey of continuous improvement. I will talk a bit more on this topic in a few moments. But first, allow me to celebrate with you the many accomplishments of our schools.

Mission

The Reading Public Schools strives to ensure that all students will have common challenging meaningful learning experiences in the academics, health and wellness, the arts, community service, co-curricular activities and athletics.

We will lead and manage our school community to reflect the values and culture of the Reading Community, and guide and support our students to develop the appropriate skills, strategies, creativity, and knowledge necessary to be productive informed independent citizens in a global society.

Academics

- 92% of the Class of 2007 attending college
- Acceptances to many fine colleges and universities
- AP and SAT scores continue to be very high
- 2007 MCAS
 - 100% of the RMHS graduating class of 2007 passed
 - Continue to address improvement of MCAS scores across the district as the difficulty of the tests increases

Accomplishments

- Reading Schools Recognized for Meeting High Standards
- Reading Students Demonstrate Their High Academic Achievement

- Reading Students Display Their Talents Outside the Classroom
- Reading Drama and Band Programs Continue to Dominate
- Reading Sports Teams Show High Level of Success
- Reading Teachers and Administrators Recognized by State and National Organizations and present at numerous state and national conferences

Superintendent's Awards

Kerry Lynch - Class of 2008

Christopher Guenard - Class of 2008

Preparing Reading's Youth To Be Productive, Informed, Independent, Citizens In A Global Society

Journey Toward Excellence



Standards of Quality, Indicators of Success, and Improvement Processes

- Blue Ribbon Standards and Improvement Model
- NEASC Accreditation Standards and Improvement Model
- Turning Points
- Breaking Ranks I and II
- Breaking Ranks in the Middle
- District Improvement Plan
- School Improvement Plans

Reading is a Very Special Place

- Town-wide and District-wide Dedication to Community Service
- Engaged and Supportive

Subsequent Town Meeting
November 13, 2007

- Parent Community
- Local Business Community
- Local Service Organizations such as Rotary and Lions
- Highly Professional Administration, Faculty and Support Staff Working in our Schools
- Very Collaborative Town – School Relationship

A Journey Toward Excellence

Individual commitment to a group effort – that is what makes a team work, a company work, a society work, a civilization work

Coach Vince Lombardi

ARTICLE 1 – On motion by James E. Bonazoli, Chairman of the Board of Selectman, it was voted to table the subject matter of Article 1.

ARTICLE 2 – On motion by Ben Tafoya, member of the Board of Selectmen, it was moved to table the subject matter of Article 2.

ARTICLE 3 – On motion by, Camille W. Anthony, member of the Board of Selectmen, it was voted to amend the FY 2008 – FY 2012 Capital Improvements Program approved at the April 23, 2007 Annual Town Meeting by substituting therefore the Capital Improvements Program FY 2008 – FY 2018 dated November 13, 2007, as provided for in Section 7-7 of the Reading Home Rule Charter.

Peter I. Hechenbleikner Town Manager gave the following presentation:

Purpose of this report –

Put requested Town Meeting actions into some kind of context for Town Meeting.

I will give an overview, and then Town Accountant Gail LaPointe and Assistant Town Manager and Finance Director Bob LeLacheur will give more of the summary details. Specific details of each article will be given under that article.

FINCOM and Board of Selectmen, and the School Committee are already well schooled in this information but Town Meeting needs to understand the basis for recommended actions.

The wisdom of the following approach was recently reinforced by Moodys bond rating agency recently when they upgraded our rating to AA3, citing cash reserves, appropriate fiscal policies, and elimination of reliance on non recurring revenues to support the operating budget.

This bond upgrade is saving the Town and its taxpayers and utility ratepayers hundreds of thousands of dollars over the next decade.

FINCOM Policies

The requested actions at this Town Meeting on financial matters follow FINCOM's financial policies:

- Differentiate between recurring versus non-recurring expenses & revenues
- Match non-recurring expenses such as capital with non recurring revenues like cash reserves including free cash
- Avoid matching recurring costs like operating expenses with non-recurring revenue like cash reserves

REFERENCE

- Keep a minimum of 5% of cash reserves to offset sudden and unexpected changes in expenses and revenues – such as a hedge against yet un-approved state aid
- Consider use of reserves in excess of 5% as an investment in the community – capital, funding, unfunded pension liability, etc.
- Avoid an unsustainable budget process such as Stoneham and Saugus where reliance on one time revenues has lead to long term financial instability
- Live within our means for recurring costs

Town Meeting actions

During this Town Meeting you will hear presentation on the following articles – the presentations at that time will be more detailed than this overview:

- The purpose of Article 3 – placing items in the CIP
 - Spending money for this fiscal year under Article 4;
 - Recurring expenses like benefits paid from recurring revenue – State Aid
 - non-recurring expenses like capital improvements paid from non-recurring revenues like free cash
- Article 6 – Adding to the Stabilization Fund funded from non-recurring revenues
- Article 8 – debt rescinded - a “clean-up” article
- Article 9 – tennis court debt authorization
- Article 10 – ladder truck debt authorization
- Articles 11 & 12, hear a presentation and Finance Committee report, but then defer further discussion on those until a full financial picture is completed

ARTICLE 4 – On motion by, Richard W. Schubert, member of the Board of Selectmen, it was voted to amend the following votes taken under Article 13 of the April 23, 2007 Annual Town Meeting relating to the Fiscal Year 2008 Municipal Budget, and that the Town vote to raise from available funds and appropriate the following sums as the result of such amended votes for the operation of the Town and its government:

General Fund – Wages and Expenses

Account Line	Description	Decrease	Increase
B9	Benefits <ul style="list-style-type: none"> • \$140,000 per April '07 TM • \$ 25,000 Substance Abuse Program Coordinator • \$ 70,000 RMLD adjustment • \$ 15,000 Water Fund credit • \$ 10,000 Sewer Fund credit • \$ 5,000 Life Insurance 		\$265,000
H1	Vocational School Education		\$ 77,500
M1	Accounting Salaries – Sick-leave and vacation buyback		\$ 6,500

N16	Finance Salaries – Staffing for Financial Technology project (overtime)		\$ 25,000
N17	Finance Expenses – Pay & Class Study for Town and School non-union positions		\$ 25,000
P2	Library Expenses – Public technology		\$ 13,500
Q23	Community Services Expenses <ul style="list-style-type: none"> \$4,000 Substance Abuse team training \$5,000 Flexible Account 		\$ 9,000
S15	Public Works Expenses – Highway Maintenance		\$ 50,000
U10	Town Building Maintenance – Library elevator repairs		\$ 30,000
	Subtotals		\$501,500
	Net from tax levy, state aid & local receipts:		\$501,500

General Fund – Capital

Account Line	Description	Decrease	Increase
C1	School Equipment <ul style="list-style-type: none"> \$20,000 Snow Plow Equipment @RMHS 		\$ 20,000
C2	School Building Improvements <ul style="list-style-type: none"> \$50,000 Killam Roof Repairs \$20,000 Parker Generator \$20,000 RMHS Handicap Access enhancements 		\$ 90,000
C3	Town Building Improvements <ul style="list-style-type: none"> \$60,000 carpeting/flooring for Town Hall, Main Fire Station, Senior Center and Library \$10,000 HVAC Repairs in Town Hall & Main Fire Station 		\$ 70,000
C5	Town Technology <ul style="list-style-type: none"> \$95,000 GIS flyover and mapping layers \$22,000 upgrade voting machines 		\$ 117,000
C7	Library - Roving reference		\$ 10,000
C9	Public Safety – Video Technology		\$ 35,000
C10	Public Works – Equipment <ul style="list-style-type: none"> \$ 16,100 previous Rack Spray Truck – fed. emissions 		\$445,400

	<ul style="list-style-type: none"> • \$ 4,300 previous Dump Truck – fed. emissions • \$135,000 Backhoe • \$ 90,000 Dump Truck • \$ 75,000 New Sidewalk Plow • \$ 65,000 Pickup Utility • \$ 30,000 Passenger Vehicle • \$ 30,000 Lawnmowers (2) 		
C12	Public Works – Roadway Improvements/Sidewalks <ul style="list-style-type: none"> • \$115,000 Franklin Street • \$ 30,000 general sidewalks • \$ 20,000 paving materials 		\$ 165,000
	Subtotals		\$ 952,400
	Net from Free Cash		\$ 664,732
	Net from tax levy, State Aid and local receipts		\$ 287,668

Enterprise Funds

Account Line	Description	Decrease	Increase
W5	Water Fund <ul style="list-style-type: none"> • \$200,000 (expenses) – To offset rates charged • \$65,000 (expenses) – Decommission Water Treatment Plant • (\$15,000) (expenses) credit for Health Insurance 		\$250,000
X5	Sewer Fund <ul style="list-style-type: none"> • \$200,000 (expenses) – To offset rates charged • (\$10,000) (expenses) credit for Health Insurance 		\$190,000
X5*	Sewer Fund <ul style="list-style-type: none"> • \$300,000 (capital) inflow and infiltration from Developer Mitigation* 		\$300,000
Y5	Storm Water Fund <ul style="list-style-type: none"> • \$8,000 previous Dump Truck – fed. emissions 		\$ 8,000
	Subtotals		\$748,000
	Net from: <ul style="list-style-type: none"> • Water Reserves (for W5) • Sewer Reserves (for X5) 		\$250,000 \$190,000

Subsequent Town Meeting
November 13, 2007

	<ul style="list-style-type: none"> • Developer Mitigation (for X5*) • Storm Water Reserves (for Y5) 		\$300,000 \$ 8,000
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ARTICLE 5 – On motion by, James E. Bonazoli, Chairman of the Board of Selectmen, it was voted to indefinitely postpone the subject matter of Article 5.

ARTICLE 6 – On motion by Ben Tafoya, member of the Board of Selectmen, it was voted, to appropriate by transfer the sum of \$500,000 from Free Cash for the purpose of funding the Stabilization Fund, which can be later appropriated for any lawful purpose, as authorized by Chapter 40, Section 5B of the Massachusetts General Law.

2/3 vote required
Declared unanimous by Moderator

ARTICLE 7 – On motion by Camille W. Anthony, member of the School Committee, it was voted to table the subject matter of Article 7.

ARTICLE 8 – On motion by Camille W. Anthony, member of the Board of Selectmen, it was voted to rescind authorized but un-issued debt in the amount of \$250 for the Barrows School project as authorized by Article 5 voted 12/10/98, and amended by Article 12 voted 4/24/00, and further amended by Article 13 voted 5/6/04.

ARTICLE 9 – On motion by Richard W. Schubert, member of the Board of Selectmen, it was voted to amend the action taken under Article 21 of the April 23, 2007 Annual Town Meeting by increasing the sum authorized to be raised by borrowing from \$350,000 to \$625,000 and appropriate pursuant to Chapter 44 Section 7(1) of the Massachusetts General Laws said \$625,000 for the purpose of making improvements to or replacing the Birch Meadow Tennis Courts, including the costs of engineering services, plans, documents, cost estimates, bidding services, construction management services, and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said improvements; and that the Town authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article; and that the Town authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said authorization.

Town Manager Peter I. Hechenbleikner gave the following presentation:

The Engineering Division has accepted bids for reconstruction of the Birch Meadow Tennis Courts. The analysis of bid costs from the Town Engineer is attached.

The options available to the Town are as follows:

- **Do nothing.** In this instance, 3 of the courts are unsafe and unplayable and will immediately be taken out of use. The useable life of the remaining 3 courts is problematic, and one can assume that the courts would be completely out of use within a couple of years.
- **Minimal Repair.** One option is to do an overlay and repainting of the existing tennis courts. This would include a thin (1") overlay, raising the nets, and repainting. The expected cost based on the bids we have taken would be \$110,000, and the useful life would be approximately 5 years. One would assume that no outside funding would be available for this work – the \$90,000 raised privately is for a reconstruction, not a repair. The state funding of \$50,000 is likewise for a reconstruction, not a repair.
- **Full Reconstruction.** The bid for full reconstruction, including new lights and the required contingency is approximately \$625,000. Offsetting this would be \$140,000 in available outside funds, leaving the net cost of the project at \$485,000. The only reasonable source of funds would be to bond the project for up to 10 years. The cost per year for principal and interest would be approximately \$60,000.

The decision then is whether or not to proceed with any action on these tennis courts, and if so, what is the appropriate action. The existing tennis courts have been in place for around 50 years, and have had one major repair job done in that time. If properly taken care of, new tennis courts should have a similar life. The USTA recommends repainting every 5 to 7 years, and crack sealing every 8 to 10 years.

The possible actions at Town Meeting based on the options above would be as follows:

	<u>Article 3</u> – FY 2008 Budget Amendments	<u>Article 8</u> – Debt Rescission re Tennis Courts	<u>Article 9</u> – Additional Debt Authorization for Tennis Courts
Do Nothing	No action	Rescind previously authorized debt	No action – Indefinitely Postpone
Minimal Repair	Appropriate \$110,000	Rescind previously authorized debt	No action – Indefinitely Postpone
Full Reconstruction	No action	No action	Authorize additional debt in the amount of a new total of \$625,000

ARTICLE 9 – On motion by Ronald D’Addario, Precinct 6, it was moved to amend Article 9 by reducing the amount by \$125,000 (cost of lighting).

Motion to amend did not carry.

2/3 vote required
135 voted in the affirmative
7 voted in the negative

Subsequent Town Meeting
November 13, 2007

ARTICLE 10 – On motion by James E. Bonazoli, Chairman of the Board of Selectmen, it was voted to raise by borrowing and appropriate pursuant to Chapter 44 Section 7(1) of the Massachusetts General Laws the sum of \$850,000 for the purpose of purchasing a fire ladder truck, including the costs of consulting services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said fire engine; and that the Town authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article; and that the Town authorize the Treasurer-Collector, with the approval of the Board of Selectmen, to borrow pursuant to said authorization.


2/3 vote required
Declared unanimous by Moderator

ARTICLE 11 – On motion by Ben Tafoya, member of the Board of Selectmen, it was moved to raise by borrowing and appropriate the sum of \$4,500,000 for the purpose of constructing curbing, sidewalks, and pedestrian improvements, including the costs of consulting services, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and that the Town authorize the Board of Selectmen, the Town Manager, or any other agency of the Town, to apply for a grant or grants, to be used to defray the cost of all, or any part of, said curbing, sidewalk, and pedestrian improvements; and that the Town authorize the Town Manager to enter into any and all contracts and agreements as may be necessary to carry out the purposes of this Article; provided however that any borrowing authorized by this article and any appropriation subject to this Article shall be contingent upon the passage of a debt exclusion referendum question under General Laws Chapter 159, Section 21c within 90 days of the close of this Special Town Meeting.

ARTICLE 11 – On motion by Ben Tafoya, member of the Board of Selectmen, it was voted to refer the subject matter of Article 11 to the Board of Selectmen.

On motion by William C. Brown, Precinct 8, it was moved to adjourn at 10:54 p.m. to meet at 7:30 p.m. at the new Reading Memorial High School Auditorium, on Thursday, November 15, 2007.

150 Town Meeting Members were present.


Cheryl A. Johnson
Town Clerk

A true copy. Attest:



Article 11 – 2007 Subsequent Town Meeting

Sidewalks, curbs, and Pedestrian Improvements




READING PUBLIC LIBRARY
READING, MA 01867



- Drastic need for funding of sidewalk/curb/pedestrian improvements
- At today's rate of expenditure **it will take 1333 years to complete the job**, not including repair or replacement







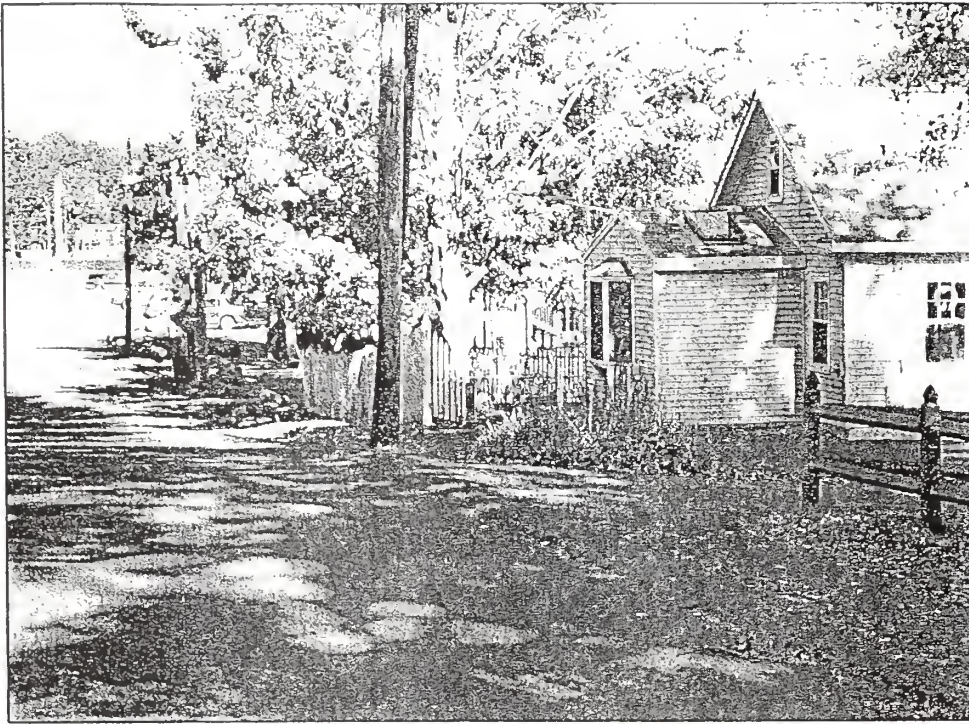
5 situations need to be addressed:

1. new sidewalks, curbs, pedestrian improvements
2. ADA compliant HC ramps
3. Sidewalk/curb Part of road construction
4. Infill
5. Replacement and re-construction



1. New sidewalks, curbs, pedestrian improvements

- Franklin Street experience
- Shortage – 576,000 feet of sidewalk
- Shortage – 606,000 feet of curb
- Many main roadways not served – examples include: Grove Street, Forest Glen Road, West Street, South Street, Walnut Street, Mill Street, Washington Street, Harrison Street, Pleasant Street





2. ADA compliant HC ramps

- Town is addressing this where we are otherwise doing road project
- In 2007, constructed 5 HC ramps
- We only have 1288 left to do
- Resident demand/requests
- Average cost - \$3500 each



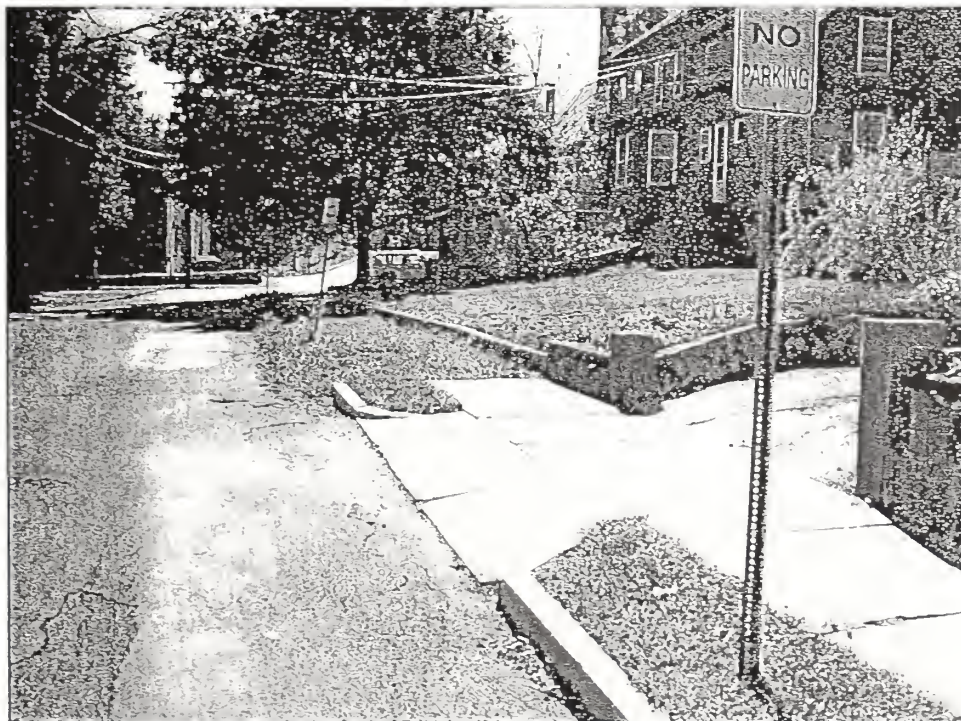
3. Part of road construction

- Standard - curbing on road construction projects with a grade of 5% or more – prevents erosion
- In 2007, the Town spent \$130,000 on curbing in these situations
- That reduced street construction projects by \$130,000



4. Infill

- Betterment process in “old days”
- Result is a discontinuous sidewalk and curb system
- This leaves “holes” in the pedestrian system

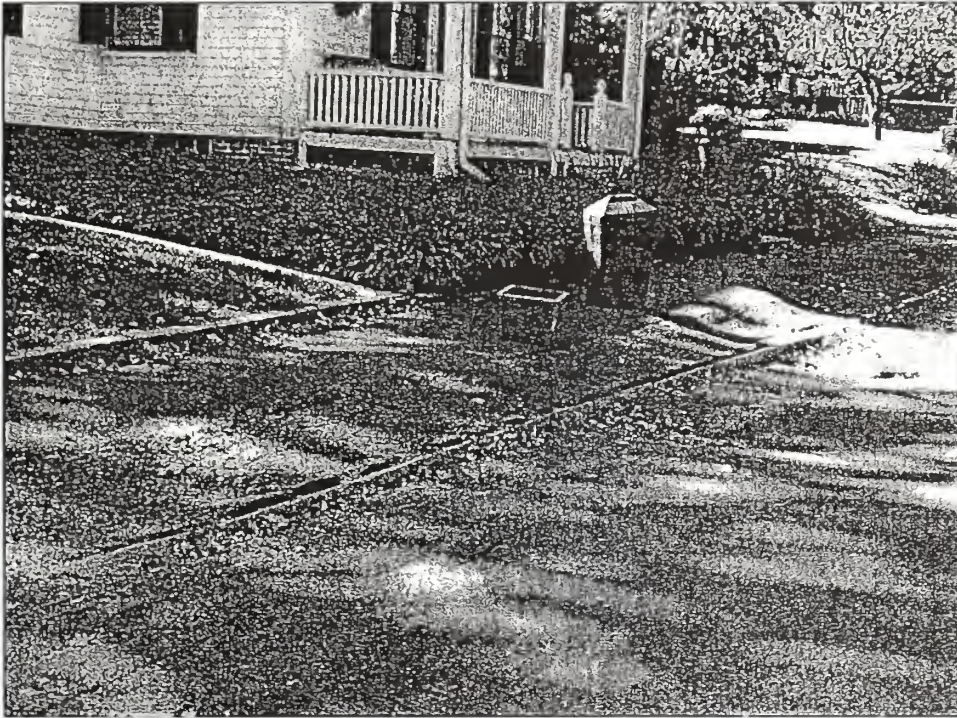




5. Replacement and re-construction

- Town has done literally no replacement or reconstruction in the past 21 years
- "patching" is the best that we have been able to do
- Safety issues
- Difficulty in plowing





WHY SHOULD WE CARE?

- safety issue
- environmental benefits
- energy reduction
- health benefits
- enhance property values
- Curbs save roads and sidewalks and make maintenance and plowing easier



IF SIDEWALKS AND CURBS ARE SO IMPORTANT WHY DON'T WE JUST DO THEM NOW?

- Program outlined is \$450,000 per year for 10 years
- Limited capital funds – would take all of next year's discretionary capital \$
- As a Debt Exclusion the program would cost average household \$50 per year



WHAT DO WE DO NOW?

- Agree that there is a need
- Agree that this is a priority
- Ask the community for the money to address the need
- Work out the priority projects
- Get moving forward with construction



WHAT DOES THE COMMUNITY SAY?

- This program will support the “Suggested Routes to School” program
- “Walkable Community” is addressing the need for improved walking
- ACCCP supports biking and alternatives to conventional transportation
- Residents frequently request sidewalk, curb, and HC ramp installation and improvement

COMMONWEALTH OF MASSACHUSETTS

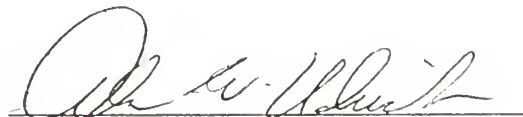
Middlesex, ss. Officer's Return, Reading:

By virtue of this Warrant, I, on November 14, 2007 notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Town Meeting Warrant in the following public places within the Town of Reading:


Precinct 1	J. Warren Killam School, 333 Charles Street
Precinct 2	Registry of Motor Vehicles, 275 Salem Street
Precinct 3	Reading Police Station, 15 Union Street
Precinct 4	Joshua Eaton School, 365 Summer Avenue
Precinct 5	Town Hall, 16 Lowell Street
Precinct 6	Austin Preparatory School, 101 Willow Street
Precinct 7	Reading Library, Local History Room, 64 Middlesex Avenue
Precinct 8	Mobil on the Run, 1330 Main Street

The date of posting being not less than fourteen (14) days prior to December 10, 2007, the date set for the Special Town Meeting in this Warrant.

I also caused an attested copy of this Warrant to be published in the Reading Chronicle in the issue of November 23, 2007.


Alan W. Ulrich, Constable

A true copy. Attest:


Cheryl A. Johnson, Town Clerk

SPECIAL TOWN MEETING
(Seal)
COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in elections and Town affairs, to meet at the Reading Memorial High School Auditorium, 62 Oakland Road in said Reading, on Monday, December 10, 2007, at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

ARTICLE 1 To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Director of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Conservation Commission, Town Manager and any other Board or Special Committee.

Board of Selectmen

ARTICLE 2 To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees, and to see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of funding Town Officers and Special Committees to carry out the instructions given to them, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 3 To see if the Town will vote to amend the FY 2008 – FY 2018, Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter, or take any other action with respect thereto.

Board of Selectmen

ARTICLE 4 To see if the Town of Reading will vote to amend the Zoning By-Laws by adding to Section 4.0, Use Regulations, a new Section 4.11. entitled Gateway Smart Growth District to read as follows:

4.11. Gateway Smart Growth District (the “GSGD”)

4.11.1 Purposes. The purposes of the GSGD are:

- 4.11.1.1. To establish a Smart Growth Overlay District to encourage smart growth in accordance with the purposes of Mass. Gen. Laws Ch. 40R. The GSGD will allow for multi-family housing, which will help provide additional affordable housing opportunities within the Town of Reading.

- 4.11.1.2. To implement the objectives of both the EO 418 Reading Community Development Plan (2004) and the Reading Master Plan (2005), which identified the area within the GSGD for mixed-use development.
 - 4.11.1.3. To ensure high quality site planning, architecture and landscape design that enhances the distinct visual character and identity of Reading and provides an environment with safety, convenience and appropriate amenities.
 - 4.11.1.4. To provide for a diversified housing stock within Reading, including affordable housing and housing types that meet the needs of the Town's population, all as identified in the EO 418 Reading Community Development Plan (2004), the Reading Master Plan (2005), and the Reading Housing Plan (2006).
 - 4.11.1.5. To generate positive tax revenue, and to benefit from the financial incentives provided by Mass. Gen. Laws Ch. 40R, while providing the opportunity for new residential development.
- 4.11.2 **Authority and Applicability.** The GSGD is established pursuant to the authority of Mass. Gen. Laws Ch. 40R and 760 CMR 59.00. At the option of the Applicant, development of land within the GSGD may be undertaken by means of a Plan Approval pursuant to the zoning controls set forth in this Section 4.11, or by complying with all applicable Underlying Zoning controls set forth in the Town of Reading Zoning By-Laws. Notwithstanding anything to the contrary in the Zoning By-Laws, Development Projects proceeding under this Section 4.11 shall be governed solely by the provisions of this Section 4.11 and the standards and/or procedures of the Underlying Zoning shall not apply. Development Projects proposed pursuant to this Section 4.11 shall not be subject to any other provisions of the Zoning By-Laws, including limitations upon the issuance of building permits for residential uses related to a rate of development or phased growth limitation or to a local moratorium on the issuance of such permits, or to other building permit or Dwelling Unit limitations.
- 4.11.3 **Establishment and Delineation of GSGD.** The GSGD is an overlay district that is superimposed over the Underlying Zoning district. The boundaries of the GSGD are delineated as the "Gateway Smart Growth District 'GSGD'" on the Reading Zoning Map on file in the office of the Town Clerk, said map hereby made a part of the Zoning By-Laws.
- 4.11.4 **Definitions.** As used in this Section 4.11, the following terms shall have the meanings set forth below:

ACCESSORY BUILDING – A detached single story building the use of which is customarily incidental and subordinate to that of the principal building and which is located on the same lot as that occupied by the principal building. An Accessory Building shall not be used to house people, domestic animals, or livestock. Nor shall it be used as an independent commercial enterprise. An Accessory Building located within 10 feet of the principal building shall be subject to the dimensional requirements applicable to the principal building.

ADMINISTERING AGENCY – An organization designated by the Reading Board of Selectmen, which may be the Reading Housing Authority or other qualified housing entity, with the power to monitor and to enforce compliance with the provisions of this By-Law related to Affordable Units, including but not limited to computation of rental and sales prices; income eligibility of households applying for Affordable Units; administration of an approved housing marketing and resident selection plan; and recording and enforcement of an Affordable Housing Restriction for each Affordable Unit in the GSGD. In a case where the Administering Agency cannot adequately carry out its administrative duties, upon certification of this fact by the Reading Board of Selectmen or by DHCD, such duties shall devolve to and thereafter be administered by a qualified housing entity designated by the Reading Board of Selectmen or, in the absence of such timely designation, by an entity designated by the DHCD.

AFFORDABLE UNIT - An Affordable Rental Unit or an Affordable Homeownership Unit that is affordable to and occupied by an Eligible Household.

AFFORDABLE HOUSING RESTRICTION – A deed restriction of an Affordable Unit meeting statutory requirements in Mass. Gen. Laws Ch.184 § 31 and the requirements of Section 4.11.10 of this By-Law.

AFFORDABLE RENTAL UNIT – A Dwelling Unit required to be rented to an Eligible Household in accordance with the requirements of Section 4.11.10 of this By-Law.

AFFORDABLE HOMEOWNERSHIP UNIT – A Dwelling Unit required to be sold to an Eligible Household in accordance with the requirements of Section 4.11.10 of this By-Law.

APPLICANT – A landowner or other petitioner who files a plan for a Development Project subject to the provisions of this By-Law.

APPLICATION – A petition for Plan Approval filed with the Approving Authority by an Applicant and inclusive of all required documentation as specified in administrative rules adopted pursuant to Section 4.11.11.

APPROVING AUTHORITY – The Community Planning and Development Commission (CPDC) of the Town of Reading acting as the authority designated to review projects and issue approvals under this Section 4.11.

AS-OF-RIGHT DEVELOPMENT - A Development Project allowable under this Section 4.11 without recourse to a special permit, variance, zoning amendment, or other form of zoning relief. A Development Project that is subject to the Plan Review requirement of this Section 4.11 shall be considered an As-of-Right Development.

BASEMENT - The lowest floor level of a building which is either fully or partially below grade, whether or not fully enclosed.

BUILDING – A structure enclosed within exterior walls whether portable or fixed, having a roof or other coverings for the shelter of persons, animals or property.

CONSERVATION USE - Any woodland, grassland, wetland, agricultural or horticultural use of land, any use of land for the construction and use of ponds or storm water management facilities.

DEPARTMENT - The Massachusetts Department of Housing and Community Development (DHCD) or any successor agency.

DESIGN STANDARDS - Design Standards included in Sec. 4.11.9 of this By-Law and made applicable to Projects within the GSGD that are subject to the Plan Approval process. The Design Standards are applicable to all Development Projects within the GSGD that are subject to Plan Review by the Approving Authority.

DEVELOPABLE LAND - All land within the GSGD that can be feasibly developed into Development Projects. Developable Land shall not include: the rights-of-way of existing public streets and ways; or areas that are: (1) protected wetland resources (including buffer zones) under federal, state, or local laws; (2) land located within the Flood Plain Zoning District in the Town of Reading and subject to seasonal or periodic flooding; or (3) rare species habitat designated under federal or state law. The foregoing definition shall be for purposes of calculating density under Section 4.11.7.1 and shall not limit development activities in such excluded areas if otherwise allowed by applicable law.

DEVELOPMENT LOT - One or more lots which are designated as a Development Lot on a plan for a development proposed within the GSGD and for which Plan Approval is required under the provisions of this Section 4.11. The lots comprising a Development Lot need not be in the same ownership. Where the Development Lot consists of more than a single lot, the lots, in combination, shall be treated as the Development Lot, may be contiguous or non-contiguous and shall be considered as one lot for the purpose of calculating parking requirements and Dwelling Units per acre. Any development undertaken on a Development Lot is subject to the Design Standards established under Section 4.11.9 of this By-Law.

DEVELOPMENT PROJECT or PROJECT- A residential development undertaken under this Section 4.11. A Development Project shall be identified on the Plan which is submitted to the Approving Authority for Plan Review.

DWELLING - Any building or structure used in whole or in part for human habitation.

DWELLING UNIT - A structure or a portion of a structure containing in a self sufficient and exclusive manner facilities for sleeping, bathing, and cooking, including one full kitchen and full bathroom facilities as defined by the Massachusetts State Building Code. The following types of Dwelling Units are specifically defined:

MULTI-FAMILY DWELLING UNITS - A residential building containing four or more Dwelling Units designed for occupancy by the same number of families as the number of Dwelling Units.

ONE-FAMILY DWELLING– A detached dwelling arranged, intended or designed to be occupied by a single family.

ELIGIBLE HOUSEHOLD, LOW INCOME – An individual or household whose annual income is below fifty percent (50%) of the area-wide median income as determined by the United States Department of Housing and Urban Development (HUD), adjusted for household size, with income computed using HUD's rules for attribution of income to assets.

ELIGIBLE HOUSEHOLD, MODERATE INCOME – An individual or household whose annual income is below eighty percent (80%) of the area-wide median income as determined by the United States Department of Housing and Urban Development (HUD), adjusted for household size, with income computed using HUD's rules for attribution of income to assets.

FAMILY – One (1) or more persons living together in one (1) dwelling unit as a single house-keeping unit, but not including fraternities, sororities or other fraternal or communal living arrangements.

FRONTAGE - The continuous length of a lot line along a street line or Traveled Way across which access is legally and physically available for pedestrians and vehicles. The end of a street without a cul-de-sac may be considered frontage, and may be extended into one or more Traveled Ways for the purpose of providing frontage.

FLOOR AREA, GROSS – The sum of the areas on the several floors of a building or buildings measured from the outside surfaces of the exterior walls so as to include the full thickness thereof.

FLOOR AREA, NET – The actual occupied area of a building or buildings not including hallways, stairs, mechanical spaces and other non-habitable spaces, and not including thickness of exterior or interior walls.

GARAGE, DETACHED – A detached single story accessory building serving as storage for personal vehicles or other items belonging to the occupants of the premises that is used for residential purposes. Such building shall be fully enclosed. A detached garage located within 10 feet of the principal building shall be subject to the dimensional requirements applicable to the principal building.

GATEWAY SMART GROWTH DISTRICT or GSGD – An overlay zoning district adopted pursuant to Mass. Gen. Laws Ch. 40R, in accordance with the procedures for zoning adoption and amendment as set forth in Mass. Gen. Laws Ch. 40A and approved by the Department of Housing and Community Development pursuant to Mass. Gen. Laws Ch. 40R and 760 CMR 59.00.

HEIGHT OF BUILDING - The vertical distance measured at the center line of its principal front from the established grade or from the natural grade if higher than the established grade, or from the natural grade if no grade has been established: to the level of the highest point of the roof beams in the case of flat roof or roofs inclining not more than one inch to the foot, and to the mean height level between the top of the main plate and the highest ridge in the case of other

roofs. For buildings with more than one principal front, said vertical distance shall be measured from the average of the established grade or natural grade, as applicable, measured at the centerline of each principal front.

HOUSEHOLD INCOME, MEDIAN – The median income, adjusted for household size, as reported by the most recent information from, or calculated from regulations promulgated by, the United States Department of Housing and Urban Development (HUD).

IMPERMEABLE SURFACE – Natural or manmade material on the ground that does not allow surface water to penetrate into the soil.

INFRASTRUCTURE LETTERS - The letters issued on behalf of the Town in fulfillment of Massachusetts General Law Ch. 40R, § 6(a)(11) and 760 CMR 59.04(1)(h) identifying infrastructure improvements to be made incident to the construction of one or more Development Projects in the GSGD.

LANDSCAPED AREA – Land area not covered by building, parking spaces and driveways.

LOT – A parcel of land occupied or designed to be occupied by principal and accessory buildings or uses, including such open spaces as are arranged and designed to be used in connection with such buildings.

LOT COVERAGE – The percentage of the total lot area covered by principal and accessory buildings and including any detached garages.

PEDESTRIAN WAY - A way intended for use by the general public for the movement of pedestrians which may include provision for use by cyclists. Pedestrian Ways include:

PATH – A way that is not located immediately adjacent to and incorporated within the design of a Traveled Way. A Path may proceed in a meandering fashion where appropriate to site design rather than the strictly linear configuration expected of a Sidewalk.

SIDEWALK – A way that is located immediately adjacent to and incorporated within the design of a Traveled Way.

PLAN – A plan depicting a proposed Development Project for all or a portion of the GSGD and which is submitted to the Approving Authority for its review and approval in accordance with the provisions of Section 4.11.11 of this By-Law.

PLAN APPROVAL – The Approving Authority's authorization for a proposed Development Project based on a finding of compliance with this Section 4.11 of the By-Law and Design Standards after the conduct of a Plan Review.

PLAN REVIEW – The review procedure established by this Section 4.11 and administered by the Approving Authority.

RECREATIONAL ACCESSORY USE – A use subordinate to a Principal Residential Use on the same lot or in the same structure and serving a purpose customarily incidental to the Principal Residential Use, and which does not, in effect, constitute conversion of the Principal Use of the lot, site or structure to a use not otherwise permitted in the GSGD. Recreational Accessory Uses may include, but are not limited to, greenhouse, tool shed, clubhouse, swimming pool, tennis court, basketball court, and playground.

SERVICE AREA – Exterior locations of a building including, but not limited to, dumpsters or containerized trash receptacles, metering stations and utilities.

SHARED PARKING FACILITIES – Parking facilities designed and intended to serve more than a single use as shown on a Plan.

SIGN – Any word, number, emblem, picture, design, trademark or other device to attract attention.

SINGLE FAMILY RESIDENCE DISTRICT – A zoning district allowing One-Family Dwelling uses per the Zoning By-Law.

STRUCTURED PARKING – Two or more levels of parking, vertically stacked, either alone or integrated into a building.

TRAVELED WAYS – A way intended for use by the general public for the movement of vehicles which may include provision for use by pedestrians and cyclists through the use of bicycle lanes, sidewalks, shoulders and/or dedicated travel lanes.

UNDERLYING ZONING – The zoning requirements adopted pursuant to Mass. Gen. Laws Ch. 40A that are otherwise applicable to the geographic area in which the GSGD is located, as said requirements may be amended from time to time.

UNDULY RESTRICT – A provision of the GSGD or a Design Standard adopted pursuant to Mass. Gen. Laws Ch. 40R and 760 CMR 59.00 that adds unreasonable costs or unreasonably impairs the economic feasibility of a proposed Development Project in the GSGD.

UNRESTRICTED UNIT – A Dwelling Unit that is not restricted as to rent, price or eligibility of occupants.

USE, ACCESSORY – The use of a building or premises for purposes customarily incidental to a permitted principal use.

USE, PRINCIPAL – The main or primary purpose for which a structure, building, or lot is designed, arranged, licensed, or intended, or for which it may be used, occupied, or maintained under this Section 4.11.

VILLAGE GREEN – An area of publicly accessible open space in the District that may be landscaped with greenery or hardscape.

YARD – An open space on the same lot with a building.

YARD, FRONT – The yard extending between the building and the street line and extending across the full width of the lot.

YARD, REAR – The yard extending between the building and the rear line of the lot and extending across the full width of the lot.

YARD, SIDE – The yard extending between the building and the side line of the lot and extending from the front yard to the rear yard.

4.11.5 Permitted Uses

4.11.5.1. The following principal uses shall be permitted in the GSGD As-of-Right upon Plan Approval pursuant to the provisions of this Section 4.11.:

	Multi-Family Dwelling Unit	Retail and Restaurant	Office	Conservation	Recreational Use, Accessory
GSGD	Yes	No	No	Yes	Yes

4.11.5.2. Parking accessory to any of the above permitted uses, including surface parking, garage, parking under buildings, and above and below grade structured parking, subject to the dimensional requirements of this Section 4.11.

4.11.5.3. Accessory uses customarily incidental to any of the above permitted uses.

4.11.6 Prohibited Uses or Activities in the GSGD. All uses not expressly allowed are prohibited.

4.11.7 Dimensional and other Requirements. Notwithstanding anything to the contrary in this Section 4.11, the dimensional requirements applicable in the GSGD are as follows:

4.11.7.1. Density. Subject to the limit on Maximum Residential Development in Section 4.11.7.4 below, Multi-family residential uses shall be permitted As-of-Right at a density of at least twenty (20) Dwelling Units per acre of Developable Land.

4.11.7.2. Table of Dimensional Regulations

<u>Table of Dimensional Regulations</u>	
	Dimensional Control
Minimum Lot Area	N/A
Minimum Frontage (min.)	10 ft
Front Yard (min.)	10 feet
Side Yard (min.)	10 feet
Rear Yard (min.)	10 feet
Lot Coverage (max.)	60 %
Landscaped Area (min.)	25 %
Building Height (max.)	55 feet or 4 stories
Required Structure Setback from a Single Family Residence District	100 feet (see Section 4.11.9.12)
Required Width of a Vegetative Buffer Strip Adjacent to a Single Family Residence District	25 feet (see Section 4.11.9.12)

4.11.7.3. Number of buildings on a lot. In the GSGD, more than one principal building may be erected on a lot.

4.11.7.4. Maximum Residential Development. The aggregate number of Dwelling Units that shall be permitted pursuant to this Section 4.11 shall be two hundred and two (202).

4.11.7.5. Structured parking. Structured parking allowable pursuant to Section 4.11.5(2) shall be governed by this Section 4.11 and by Design Standards in Section 4.11.9., and shall not exceed forty-five (45) feet in height and shall be approved as to capacity and location by the Approving Authority.

4.11.8 Parking

4.11.8.1. Parking shall be provided in order to meet or exceed the following minimum requirements: at least 1.6 parking spaces shall be provided for each Dwelling Unit. When application of this requirement results in a number that includes a fraction, the fraction shall be rounded up to the next whole number.

4.11.8.2. Shared Parking. Notwithstanding anything to the contrary herein, the use of shared parking to fulfill parking demands noted above that occur at different times of day is strongly encouraged. Minimum parking requirements above may be reduced by the Approving Authority through the Plan Approval process if the Applicant can demonstrate that shared spaces will meet parking demands by using accepted methodologies (e.g. the Urban Land Institute Shared Parking Report, ITE Shared Parking Guidelines, or other approved studies).

4.11.8.3. Reduction in parking requirements. Notwithstanding anything to the contrary herein, any minimum required amount of parking may be reduced by the Approving Authority through the Plan Approval process if the Applicant can demonstrate that the lesser amount of parking will not cause excessive congestion, endanger public safety, or that a lesser amount of parking will provide positive environmental or other benefits, taking into consideration:

- 4.11.8.3.1. The availability of surplus off-street parking within the Business C zoning district;
- 4.11.8.3.2. The availability of on-street, public or commercial parking facilities within the Business C zoning district;
- 4.11.8.3.3. Shared use of parking spaces serving other uses having peak user demands at different times;
- 4.11.8.3.4. Age or other occupancy restrictions which are likely to result in a lower level of auto usage;
- 4.11.8.3.5. Impact of the parking requirement on the physical environment of the affected lot or the adjacent lots including reduction in open space, destruction of significant existing trees and other vegetation, or loss of pedestrian amenities along public ways; and
- 4.11.8.3.6. Such other factors as may be considered by the Approving Authority.

Where such reduction is authorized, the Approving Authority may impose conditions of use or occupancy appropriate to such reductions.

4.11.8.4. Parking shall be designed and constructed to comply with all applicable disability access requirements including, but not limited to, the Americans with Disabilities Act (ADA) and the regulations of the Massachusetts Architectural Access Board (AAB).

4.11.9 **Design Standards.** To ensure that new development shall be of high quality, and shall meet the standards envisioned by the Town of Reading in adopting this By-Law, the physical character of a Development Project within the GSGD shall comply with the following Design Standards in the issuance of Plan Approval for a Development Project within the GSGD. The Design Standards include standards as authorized at 760 CMR 59.04(1)(f) not only governing the design of buildings but also the dimensions and layouts of roadways and parking areas, consistent with the character of building types, streetscapes and other features traditionally found in densely settled areas of the Town of Reading, the protection of natural site features, the location and design of on-site open spaces, exterior signage and landscaping and other buffering in relation to adjacent properties, and the standards for the construction and maintenance of drainage facilities within the Development Project.

4.11.9.1. Scale, Proportion and Exterior Appearance of Buildings.

4.11.9.1.1. Building Facades

- 4.11.9.1.1.1 Building design shall maintain the distinction between upper and lower floors for multi-story buildings using horizontal elements such as varied building materials.
- 4.11.9.1.1.2 Projecting bays, columns, recessed balconies and roof shape variation should be utilized. Building facades may also include appurtenances such as cupolas, gables, turrets, spires, widow walks, trellises, etc.
- 4.11.9.1.1.3 The architectural features, materials, and the articulation of a façade of a building shall be continued on all sides visible from a public street or circulation road.
- 4.11.9.1.1.4 Building facades shall vary in height or vary the planes of exterior walls in depth and direction to break up the box-like mass and scale of new buildings.
- 4.11.9.1.1.5 No uninterrupted length of any facade should exceed 40% of the façade's total length, or 85 horizontal feet, whichever is less, without incorporating one of the following: color change, material change, texture change; and one of the following: plane projections or recesses, trellises, balconies, or windows.
- 4.11.9.1.1.6 The architecture facing a public space or Traveled Way or Sidewalk should incorporate features such as moldings, pilasters and other architectural details.
- 4.11.9.1.1.7 Balconies and Porches. Residential balconies and porches are encouraged where practical, particularly on building facades fronting on a Traveled Way, Sidewalk or the Village Green.

4.11.9.1.2. Roof Profiles

- 4.11.9.1.2.1 Roof profiles should employ varied vertical and horizontal planes for visual relief to the tops of buildings. Design elements such as parapets, cornices, towers and piers may also be used. HVAC equipment shall be screened.
- 4.11.9.1.2.2 Design elements such as false mansard roofing may be used to create the appearance that the fourth floor of a building is incorporated into the roof line.

4.11.9.1.3. Windows and Doorways

- 4.11.9.1.3.1 Fenestration patterns may vary from building to building, but overall the development should exhibit general consistency of proportions along a Traveled Way.
- 4.11.9.1.3.2 Windows should be designed to add visual relief to a wall, which may include inseting the window pane a minimum of three (3) inches from the exterior wall surface.
- 4.11.9.1.3.3 In general, all windows should be taller than they are wide; provided however, that several vertically-oriented windows may be placed consecutively such that the combined width exceeds the height and excluding specific sections of glass (or “storefront”) used at building entrances, offices or common areas.
- 4.11.9.1.3.4 Windows on top floors should not be wider than windows on the first floor.
- 4.11.9.1.3.5 Windows on the top and bottom floors should generally align vertically.
- 4.11.9.1.3.6 Recessed doorways are preferred, in order to break up the building façade, provide a welcoming space, and provide protection from sun and rain. Where a recessed doorway is not used, an awning or vestibule can have a similar effect and may be used. Adequate lighting for the doorway shall be provided at night.

4.11.9.1.4. Materials and Color

- 4.11.9.1.4.1 Building façade materials including, but not limited to, brick, wood, cementitious fiber board, manufactured limestone, cast stone, masonry, stone, glass, terra cotta, cellular PVC trim, tile and sustainable materials are permitted within the District.
- 4.11.9.1.4.2 A combination of materials should be used within a building.
- 4.11.9.1.5. Sustainable Design. Sustainable design principles shall be considered for all buildings and site design elements to the maximum extent practical. Sustainable design elements intended to reduce energy consumption may include skylights and “day lighting,” windows with low solar-gain factors, landscaping, as well as system and material selections that meet or exceed Energy Star standards.
- 4.11.9.1.6. Protection of Public Safety. Site design shall include adequate water supply distribution and storage for fire protection.

Vehicular circulation shall meet the access needs of emergency and public safety vehicles. The adequacy of the foregoing shall be based on the reasonable requirements of the Reading Chief of Police and Fire Chief, in their respective fields.

- 4.11.9.1.7. Service Areas shall be screened from view from adjacent residential districts with materials consistent with the primary building façade, fencing and/or vegetation.

4.11.9.2. Placement, Alignment, Width and Grade of Streets and Sidewalks

- 4.11.9.2.1. Design and Location. The overall site design shall include a transportation network providing for vehicular and pedestrian circulation to and within the GSGD. Design and construction shall incorporate sound engineering and construction standards including adequate provisions for drainage.

- 4.11.9.2.2. Traveled Ways. There are two categories of Traveled Ways: Circulation Roads and Driveways.

- 4.11.9.2.2.1 Circulation Roads shall be a maximum of 26 feet wide for a two-way road (20 feet for those roads that are one-way). Circulation Roads may allow for parallel parking, and shall have granite curbing or edging, and shall contain Sidewalks on at least one side.

- 4.11.9.2.2.2 Driveways serving parking areas should be a maximum of 24 feet wide for a two-way Driveway (18 feet wide for a one-way) and may have access to perpendicular parking.

4.11.9.2.3. Pedestrian Ways

- 4.11.9.2.3.1 Pedestrian Ways shall be a minimum of five (5) feet wide. Pedestrian Ways may include street lamps or street trees that encroach on the sidewalk, provided that a minimum width of 42" must be maintained.

- 4.11.9.2.3.2 Sidewalks shall be constructed of concrete, masonry, bituminous concrete, stone dust, or stone.

- 4.11.9.2.3.3 Sidewalks may be separated from Traveled Ways by a landscaped strip no less than five (5) feet wide including street trees with permeable grates sufficient for proper irrigation of the tree's root system.

- 4.11.9.2.3.4 Lighted walkways shall be provided to link buildings with public spaces, parking areas, recreation facilities and Sidewalks on adjacent land wherever practical.

- 4.11.9.2.3.5 Where pedestrian connections cross Traveled Ways, a crosswalk or change in paving shall delineate the pedestrian connection.
- 4.11.9.2.3.6 Sidewalks and Paths shall be accessible to the handicapped in accordance with the Americans with Disabilities Act and the Massachusetts Architectural Access Board.
- 4.11.9.2.3.7 All Sidewalks and Paths shall be open to the public.
- 4.11.9.2.3.8 A pedestrian connection shall be provided from the District, and through adjacent land as necessary, to allow direct pedestrian access from the District to South Street.
- 4.11.9.2.4. Vehicular curb cuts may be limited to intersections with other Traveled Ways or access drives to parking or loading areas for commercial, civic or multifamily residential uses.

4.11.9.3. Type and Location of Infrastructure

- 4.11.9.3.1. Plans. The plans and any necessary supporting documents submitted with an application for Plan Approval within the GSGD shall show the general location, size, character, and general area of Traveled Ways and public spaces or facilities.
- 4.11.9.3.2. Ownership and Maintenance. The plans and documentation submitted to the Approving Authority shall include a description of proposed private ownership and maintenance of all Traveled Ways, including vehicular ways and Sidewalks, and all proposed public spaces or facilities. As a condition of Plan Approval, the Approving Authority may require provision of an Operations and Maintenance Plan for Traveled Ways and drainage facilities associated with the Traveled Ways. If applicable, a homeowners' association, a condominium association or a business association may be established to ensure that all Traveled Ways and associated drainage facilities shall be properly maintained by a private party, and that the Town of Reading shall incur no expense related to such operations and maintenance.
- 4.11.9.3.3. Underground Utilities. All new utilities (except water and wastewater treatment structures and other facilities that require above grade access) shall be installed underground.
- 4.11.9.3.4. Stormwater management shall incorporate "Best Management Practices" (BMP) as prescribed by the Massachusetts Department of Environmental Protection.

4.11.9.4. Location of Building and Garage Entrances

- 4.11.9.4.1. Entrances to residential units that are not required to be handicap accessible or adaptable may be vertically separated from the public Sidewalk by at least 12" and by at least 24" where the front façade of the house or front porch is within 10' of the public Sidewalk.
- 4.11.9.4.2. Building entrances shall provide direct access to one or more Pedestrian Ways.
- 4.11.9.4.3. Garages. If garages are proposed, they should be designed in such a way that they do not front on a Circulation Road. Detached garage banks, or recessed locations behind, under or in the side yard of a dwelling unit, may be used where practical.

4.11.9.5. Off-Street Parking & Loading

- 4.11.9.5.1. Parking may be provided within or below residential structures. Surface parking lots shall be located to the side and the rear of buildings as oriented toward a Circulation Road with no more than 4 rows of parking including 2 driveways located between a building and a Circulation Road.
- 4.11.9.5.2. No parking area shall be located within thirty (30) feet of the Single Family Residence District, and no parking area or building shall be allowed in Restricted Area "A" as shown on the plan entitled: "Plan Showing Height Limitation and Setback Areas, Business C District in Reading, Mass.", dated March 27, 2000, Scale 1" = 60', by Hayes Engineering, Inc., on file with the Reading Town Clerk.
- 4.11.9.5.3. Curb side loading spaces may be provided.
- 4.11.9.5.4. Typical parking spaces in a parking lot shall have minimum dimensions of 9 feet x 18 feet.
- 4.11.9.5.5. Parallel parking shall have minimum dimensions of 8 feet x 22 feet.
- 4.11.9.5.6. Compact car spaces may be provided to a maximum of 30% of all non-parallel parking spaces. The minimum stall size for compact cars is 8 feet x 16 feet and signage and pavement markings shall be installed identifying compact car spaces.
- 4.11.9.5.7. Handicapped parking spaces shall be provided in compliance with the Americans with Disabilities Act and the Massachusetts Architectural Access Board.

- 4.11.9.5.8. Large parking areas shall be landscaped to minimize their visibility from Traveled Ways and from areas outside the District. Continuous parking areas, or lots, of 50-200 spaces shall have 5% of the area landscaped; lots over 200 parking spaces shall have 7% of the total area landscaped. (See Section 4.11.9.13 Design Standards Summary Table.)

4.11.9.6. Protection of Significant Natural Site Features

- 4.11.9.6.1. Plans submitted to the Approving Authority shall identify trees to be preserved within the Project. Trees shall be tagged in the field and appropriately designated on project plans.
- 4.11.9.6.2. Roadways and lots shall be designed and located in such a manner as to maintain and preserve, to the maximum extent practical, existing tree cover, wetlands, natural topography and significant natural resources, and to minimize cut and fill.
- 4.11.9.6.3. The area in the northwest corner of the District shall be preserved as existing open space and the existing mature vegetation in that location shall not be cut. No parking, building or construction of any structure or impervious surface shall be allowed in the portion of the District within Restricted Area "A" as shown on the plan entitled: "Plan Showing Height Limitation and Setback Areas, Business C District in Reading, Mass.", dated March 27, 2000, Scale 1" = 60', by Hayes Engineering, Inc., on file with the Reading Town Clerk.

4.11.9.7. Location and Design of On-Site Open Space Areas

- 4.11.9.7.1. Open spaces shall be landscaped to allow for a variety of uses. Open spaces may include sidewalk furniture and small structures such as a gazebo or trellis to increase the options for use and enjoyment of the spaces.
- 4.11.9.7.2. A Project shall include a central Village Green, a minimum of 15,000 square feet in area measured from curb to curb and inclusive of Sidewalks oriented to and directly accessible from a Traveled Way. The Village Green shall be adjacent to the residential uses in the Project. Additional gathering spaces may be located throughout the Project.
- 4.11.9.7.3. The Village Green shall be located at a vehicular intersection in the Project, and shall be pedestrian accessible from two or more sides. Where practical, buildings and uses may front on the Village Green.
- 4.11.9.7.4. Circulation shall be provided with a continuous Path through parks. Surfaces may include gravel, concrete, stone dust or bituminous concrete. Access shall be continuous from all points of interest and allow free passage through the space on foot and bicycle.

4.11.9.7.5. The Village Green shall be landscaped with a variety of ground coverings, flowers, plants, shrubs, and trees, and may incorporate one or more “hard” elements such as fencing, gazebo, seating areas, and decorative paving.

4.11.9.7.6. Open Spaces shall be served by direct pedestrian access.

4.11.9.8. Landscaping

4.11.9.8.1. Plantings shall include a variety of species and should consider the local climate, site conditions, salt level, and water level.

4.11.9.8.2. Circulation Roads shall include a minimum of one shade tree every 50 linear feet. Additional trees and landscaping is encouraged.

4.11.9.8.3. Parking Area Landscaping. Surface parking lots shall have landscaped islands to divide large parking areas.

4.11.9.8.4. Landscaping of Traveled Ways. Landscape plantings for all the Traveled Ways in a Development Project shall include deciduous shade trees. These plantings may be in either linear rows or informal groupings. Regular rows shall be used in cases where the Traveled Way abuts walkways, parking lots and buildings. Informal groupings may be used where the Traveled Way abuts existing vegetation.

4.11.9.9. Screening/ Fencing

4.11.9.9.1. Fences. Fences may be used to provide continuity to a streetscape, privacy for homeowners and their guests from passers by, to help differentiate private space from public space and to reinforce the pedestrian scale of the streetscape.

4.11.9.9.2. All fencing or walls utilized to screen parking and/or service areas shall meet the following specifications:

4.11.9.9.2.1 Ornamental metal fencing, decorative wood fencing, or masonry walls shall be allowed. Wood picket fences, decorative metal fences and stonewalls are encouraged. Concrete retaining walls with a fascia may be used if permitted by the Approving Authority.

4.11.9.9.2.2 Concrete walls and chain link fences should not be used. Chain link fencing is prohibited for screening purposes. Black, vinyl-coated chain link fencing is permissible for non-screening purposes including safety, security and access restriction.

4.11.9.9.2.3 Fencing or walls shall be a minimum of three (3) feet high.

4.11.9.10. Lighting

4.11.9.10.1. For lighting fixture heights and spacing dimensions, please see Section 4.11.9.13 Design Standards Summary Table.

4.11.9.10.2. All outdoor lighting in a Project shall comply with the following shielding provision: Direct light emitted by exterior luminaire shall not emit directly by a lamp, off a reflector, or through a refractor above a horizontal plane (90 degrees) through the fixture's lowest light-emitting part. Light from outdoor fixtures is prohibited from spilling into abutting single-family residential districts.

4.11.9.10.3. Prevention of Light Pollution. A Development Project within the District shall employ outdoor illuminating devices, lighting practices, and systems which will conserve energy while maintaining reasonable nighttime safety and security. All outdoor lighting in a Project, except those regulated by Federal, State, or municipal authorities, whether ground, pole, or wall-mounted, shall comply with the following provisions:

4.11.9.10.3.1 Maximum height requirements are as defined in Section 4.11.9.13 Design Standards Summary Table.

4.11.9.10.3.2 The height of a light fixture shall be measured from the ground to the light emitting flat glass of the luminaire; pole height may be higher than this light-emitting height.

4.11.9.10.3.3 If the Sidewalk includes street trees, locate streetlights between the trees so that the tree canopy does not interfere with illumination coverage.

4.11.9.10.3.4 Street poles and lighting fixtures shall be dark in color to reduce light reflectivity.

4.11.9.10.3.5 Shielding. Direct light emitted by an outdoor light fixture shall not emit directly by a lamp, off a reflector or through a refractor above a horizontal plane through the fixture's lowest light-emitting part.

4.11.9.10.3.6 All light fixtures shall emit a steady and constant light and shall not emit a flashing or irregular light, unless specifically required by Federal, State, or municipal authorities.

4.11.9.10.3.7 Prohibited Light Sources

- 4.11.9.10.3.7.1. Mercury Vapor and Quartz Lamps. For the purposes of these Design Standards, quartz lamps shall not be considered an incandescent light source.
- 4.11.9.10.3.7.2. Laser Source Light. The use of laser source light or any similar high-intensity light for outdoor advertising, when projected above the horizontal, is prohibited.
- 4.11.9.10.3.7.3. Searchlights. The operation of searchlights is prohibited.
- 4.11.9.10.3.7.4. Internally lit signs and flashing signs, including neon signs, are prohibited.
- 4.11.9.10.3.7.5. Metal Halide Lighting. All outdoor light fixtures utilizing a metal halide lamp or lamps shall be shielded and filtered. Filtering using quartz glass does not meet this requirement.

4.11.9.10.3.8 Exemptions

- 4.11.9.10.3.8.1. Fossil Fuel Light. All outdoor light fixtures producing light directly by the combustion of natural gas or other fossil fuels are exempt from all requirements of this By-Law.
 - 4.11.9.10.3.8.2. Other Light Sources. All outdoor light fixtures using an incandescent lamp or lamps of 150 watts or less are exempt from all requirements of this bylaw. All outdoor light fixtures using any lamp or lamps of 50 total watts or less are exempt from all requirements of these Design Standards.
 - 4.11.9.10.3.8.3. Specialty Lights. Alternative outdoor light fixtures may be allowed if it is found that the fixture's design and appearance are superior, significant light pollution will not be created, and glare is minimal.
- 4.11.9.10.4. Exterior Light Timing. Exterior lighting may be controlled by a photo sensor or time switch that automatically reduces light levels, decreasing light levels during nighttime hours while still maintaining necessary security lighting.
- 4.11.9.10.5. Light levels shall meet or exceed the minimum design guidelines defined by the Illuminating Engineering Society of North America (IESNA).

4.11.9.11. Exterior Signs

- 4.11.9.11.1. A Project may include one residential access sign not in excess of forty (40) square feet at each vehicular access point to the Project and one residential building sign not in excess of sixteen (16) square feet located flat against the wall of each residential building, subject to approval by Reading public safety officials.
- 4.11.9.11.2. Wayfinding Signs. Installation of small, externally illuminated wayfinding signs not to exceed two square feet in area per side is encouraged to assist visitors to locate sites of interest within the District. Wayfinding signs should not exceed seven (7) feet in height, and should be installed for the benefit of both automotive and pedestrian traffic.
- 4.11.9.11.3. Non-commercial flags are permitted within the District and shall not be regulated as signs.
- 4.11.9.11.4. In no case shall signage project above the roof line.
- 4.11.9.11.5. Signage must be externally lighted. The fixtures should either be decorative (such as goose-neck lights) or camouflaged. Wiring should be concealed within building molding and lines. Lighting should be mounted at an oblique angle to eliminate glare.
- 4.11.9.11.6. Prohibited Sign Types. Commercial signage is prohibited

4.11.9.12. Buffering in Relation to Adjacent Properties.

- 4.11.9.12.1. Buffer from adjacent existing residential development. No building shall be located within one hundred (100) feet of a Single Family Residence District.
- 4.11.9.12.2. There shall be a landscaped buffer strip of a minimum width of thirty (30) feet along the full abutting length of a Single Family Residence District.
 - 4.11.9.12.2.1 The landscaped buffer shall have, at a minimum, a staggered double row of a 70%/30% mixture of evergreen/deciduous trees. Evergreen trees shall be a minimum of six (6) feet in height at the time of planting. Trunks of deciduous trees shall be a minimum of 3 inches caliper at the time of planting. Plant material shall be maintained in a healthy condition or replaced to attain required height. Buffer edge shall be planted a minimum of two (2) feet off of the property line abutting a residential district.

4.11.9.12.2.2 In lieu of the requirements of Sec. 4.11.9.12.2.1, the Approving Authority may require construction of a combination of fencing, raised berm or berms and planted materials in the landscaped buffer strip in order to screen adjacent properties from visual impacts associated with automobiles and automobile headlights within the District. In their determination of the need for screening as it varies along the District boundary, the Approving Authority shall consider the preservation of existing vegetation and the anticipated visibility of buildings in the District from abutting properties, including whether such fencing, berm or berms, and planted materials will provide greater screening than the preservation of existing vegetation.

4.11.9.13. Design Standards Summary Table

	Circulation Road	Driveways	Paths	Village Green	Surface Parking
Dimensions	2 lanes, 26 Ft. maximum width plus parallel parking (20 Ft. max for one way)	2 lanes, 24 Ft. maximum (18 Ft. maximum for one-way driveway)	5' minimum width	15,000 sf minimum	Minimums: 9' x 18' typical. 8' x 22' parallel. 8' x 16' compact (30% maximum)
Curbing	Granite, concrete, bituminous concrete, and/or landscape swale.	Granite, concrete, bituminous concrete, and/or landscape swale.	None required.	Granite, concrete, bituminous concrete, and/or landscape swale.	Granite, concrete, bituminous concrete, and/or landscape swale.
On-Street Parking	Parallel parking allowed on one or both sides at 8 x 22 Ft. minimum	Parallel parking, head-in or angled parking permitted	N/A	None required on Village Green edge	N/A
Landscaping	Deciduous Trees, Evergreen Trees every 50 Ft. O.C. minimum Shrub Material. Plus Seasonal Plantings.		Deciduous Trees, Evergreen Trees, and/or Shrub Material. Plus Seasonal Plantings.	Deciduous Trees, Shrub Material, Street Furniture, and Seasonal Plantings.	Lots of 50-200 spaces must have 5% landscaped; 200 spaces or more must have 7% landscaped. All islands shall be minimum of 100 SF.
Sidewalk Width, Location	5 Ft. Minimum (One or Two Sides)		5 Ft. Minimum	5 Ft. Minimum	N/A

Sidewalk Material	Poured or bituminous concrete, crushed stone, stone dust or similar materials.	N/A	Poured or bituminous concrete, crushed stone, stone dust or similar materials.	Poured or bituminous concrete, crushed stone, stone dust or similar materials.	N/A
Height of Lighting Fixtures "Cut-Off" to 90 degrees or less	18 Ft. maximum	18 Ft. maximum	18 Ft. maximum	18 Ft. maximum	25 Ft. maximum
Signage	Traffic, Wayfinding, Residential Access	Traffic, Wayfinding	Wayfinding	Wayfinding	Traffic, Wayfinding

4.11.10 Affordable housing.

4.11.10.1. Number of Affordable Units. Twenty percent (20%) of all Dwelling Units constructed in a Development Project shall be maintained as Affordable Units. Twenty-five percent (25%) of all rental Dwelling Units in a Development Project shall be Affordable Units provided, however, that this requirement may be satisfied if twenty percent (20%) of all rental Dwelling Units in a Development Project are priced for and made available to Eligible Households, Low Income in accordance with the requirements of this Section 4.11.10. In Development Projects in which all of the Dwelling Units are limited to occupancy by elderly persons and/or by persons with disabilities, twenty-five percent (25%) of the Dwelling Units shall be Affordable Units, whether the Dwelling Units are rental or ownership units.

4.11.10.2. Fractional Units. When the application of the percentages specified above results in a number that includes a fraction, the fraction shall be rounded up to the next whole number.

4.11.10.3. Affordable Units shall comply with the following requirements:

4.11.10.3.1. The monthly rent payment for an Affordable Rental Unit, including utilities and parking, shall not exceed thirty percent (30%) of the maximum monthly income permissible for an Eligible Household, assuming a Family size equal to the number of bedrooms in the unit plus one, unless other affordable program rent limits approved by DHCD shall apply;

4.11.10.3.2. For an Affordable Homeownership Unit the monthly housing payment, including mortgage principal and interest, private mortgage insurance, property taxes, condominium and/or homeowner's association fees, insurance, and parking, shall

not exceed thirty percent (30%) of the maximum monthly income permissible for an Eligible Household, assuming a Family size equal to the number of bedrooms in the unit plus one; and

- 4.11.10.3.3. Affordable Units required to be offered for rent or sale shall be rented or sold to and occupied only by Eligible Households.

4.11.10.4. Design and Construction

- 4.11.10.4.1. Design. Affordable Units must be dispersed throughout a Development Project and be comparable in initial construction quality and exterior design to the Unrestricted Units. However, nothing in this section is intended to limit a homebuyer's rights to renovate a Dwelling Unit under applicable law. The Affordable Units must have access to all on-site amenities. Affordable Units shall be finished housing units; and

- 4.11.10.4.2. Timing. All Affordable Units must be constructed and occupied not later than concurrently with construction and occupancy of Unrestricted Units and, for Development Projects that are constructed and approved in phases, Affordable Units must be constructed and occupied in proportion to the number of units in each phase of the Development Project.

- 4.11.10.5. Unit Mix. The total number of bedrooms in the Affordable Units shall, insofar as practicable, be in the same proportion to the total number of bedrooms in the Unrestricted Units.

- 4.11.10.6. Affordable Housing Restriction. Each Affordable Unit shall be subject to an Affordable Housing Restriction which is recorded with the Middlesex South District Registry of Deeds or the Middlesex South Registry District of the Land Court. The Affordable Housing Restriction shall provide for the implementation of the requirements of this Section 4.11. All Affordable Housing Restrictions must include, at minimum, the following:

- 4.11.10.6.1. Description of the Development Project, including whether the Affordable Unit will be rented or owner-occupied;

- 4.11.10.6.2. A description of the Affordable Homeownership Unit, if any, by address and number of bedrooms; and a description of the overall quantity and number of bedrooms and number of bedroom types of Affordable Rental Units in a Project or portion of a Project which are rental. Such restriction shall apply individually to the specifically identified Affordable Homeownership Unit and shall apply to a percentage of rental units of a rental Project or the rental portion of a Project without specific unit identification;

- 4.11.10.6.3. The term of the Affordable Housing Restriction shall be the longest period customarily allowed by law but shall be no less than thirty (30) years;
- 4.11.10.6.4. The name and address of an Administering Agency with a designation of its power to monitor and enforce the Affordable Housing Restriction;
- 4.11.10.6.5. Reference to a housing marketing and resident selection plan, to which the Affordable Unit is subject, and which includes an affirmative fair housing marketing program, including public notice and a fair resident selection process. The housing marketing and selection plan shall provide for local preferences in resident selection to the maximum extent permitted under applicable law. The plan shall designate the household size appropriate for a unit with respect to bedroom size and provide that preference for such unit shall be given to a household of the appropriate size;
- 4.11.10.6.6. A requirement that buyers or tenants will be selected at the initial sale or initial rental and upon all subsequent sales and rentals from a list of Eligible Households compiled in accordance with the housing marketing and selection plan;
- 4.11.10.6.7. Reference to the formula pursuant to which rent of a rental unit or the maximum resale price of a homeownership unit will be set;
- 4.11.10.6.8. A requirement that only an Eligible Household may reside in an Affordable Unit and that notice of any lease or sublease of any Affordable Unit to another Eligible Household shall be given to the Administering Agency;
- 4.11.10.6.9. Provision for effective monitoring and enforcement of the terms and provisions of the Affordable Housing Restriction by the Administering Agency;
- 4.11.10.6.10. Provision that the restriction on an Affordable Homeownership Unit shall run in favor of the Administering Agency and the Town of Reading, in a form approved by municipal counsel, and shall limit initial sale and re-sale to, and occupancy by, an Eligible Household;
- 4.11.10.6.11. Provision that the restriction on Affordable Rental Units in a rental Development Project or rental portion of a Development Project shall run with the rental Development Project or rental portion of a Development Project and shall run in favor of the Administering Agency and/or the municipality, in a form approved by municipal counsel, and shall limit rental and occupancy to an Eligible Household;

- 4.11.10.6.12. Provision that the owner(s) or manager(s) of Affordable Rental Unit(s) shall file an annual report to the Administering Agency, in a form acceptable to the agency, certifying compliance with the provisions of this By-Law and containing such other information as may be reasonably requested in order to ensure affordability;
- 4.11.10.6.13. A requirement that residents in Affordable Units provide such information as the Administering Agency may reasonably request in order to ensure affordability; and
- 4.11.10.6.14. Designation of the priority of the Affordable Housing Restriction over other mortgages and restrictions.

4.11.10.7. Administration

- 4.11.10.7.1. Administering Agency. An Administering Agency for Affordable Units, which may be the Reading Housing Authority or other qualified housing entity, shall be designated by the Reading Board of Selectmen and shall ensure the following:
 - 4.11.10.7.1.1 Prices of Affordable Homeownership Units are properly computed; rental amounts of Affordable Rental Units are properly computed;
 - 4.11.10.7.1.2 Income eligibility of households applying for Affordable Units is properly and reliably determined;
 - 4.11.10.7.1.3 The housing marketing and resident selection plan conforms to all requirements and is properly administered;
 - 4.11.10.7.1.4 Sales and rentals are made to Eligible Households chosen in accordance with the housing marketing and resident selection plan with appropriate unit size for each household being properly determined and proper preference being given; and
 - 4.11.10.7.1.5 Affordable Housing Restrictions meeting the requirements of this section are recorded with the Middlesex South District Registry of Deeds or the Middlesex South Registry District of the Land Court.
- 4.11.10.7.2. Housing Marketing and Selection Plan. The housing marketing and selection plan may make provision for payment by the Project Applicant of reasonable costs to the Administering Agency to develop, advertise, and maintain the list of Eligible Households and to monitor and enforce compliance with affordability requirements.

4.11.10.7.3. Failure of the Administering Agency. In the case where the Administering Agency cannot adequately carry out its administrative duties, upon certification of this fact by the Board of Selectmen or by the Department of Housing and Community Development, the administrative duties shall devolve to, and thereafter be administered by, a qualified housing entity designated by the Board of Selectmen or, in the absence of such designation, by an entity designated by the Department of Housing and Community Development.

4.11.11 Plan Review. The CPDC shall be the Approving Authority for Plan Approvals in the GSGD, and shall adopt and file with the Town Clerk administrative rules relative to the application requirements and contents for Plan Review. Such administrative rules and any amendment thereto must be approved by the Department of Housing and Community Development. The Plan Review process encompasses the following:

4.11.11.1. Pre-application Review. The Applicant is encouraged to participate in a pre-application review at a regular meeting of the Approving Authority. The purpose of the pre-application review is to minimize the Applicant's cost of engineering and other technical experts, and to obtain the advice and direction of the Approving Authority prior to filing the application. At the pre-application review, the Applicant shall outline the proposal and seek preliminary feedback from the Approving Authority, other municipal review entities, and members of the public. The Applicant is also encouraged to request a site visit by the Approving Authority and/or its designee in order to facilitate pre-application review.

4.11.11.2. Application Procedures

4.11.11.2.1. An application for Plan Approval shall be filed by the Applicant with the Town Clerk. A copy of the application, including the date of filing certified by the Town Clerk, as well as the required number of copies of the application, shall be filed forthwith by the Applicant with the Approving Authority. Application submissions must include a hard copy as well as an electronic copy in PDF or CAD format. Said filing shall include any required forms provided by the Approving Authority. As part of any application for Plan Approval for a Development Project, the Applicant must submit the following documents to the Approving Authority and the Administering Agency:

4.11.11.2.1.1 Evidence that the Development Project complies with the cost and eligibility requirements of Section 4.11.10;

4.11.11.2.1.2 Development Project plans that demonstrate compliance with the design and construction standards of Section 4.11.9; and

4.11.11.2.1.3 A form of Affordable Housing Restriction that satisfies the requirements of Section 4.11.10.

- 4.11.11.2.2. Review Fees. The Applicant shall be required to pay for reasonable consulting fees to provide peer review of the application for the benefit of the Approving Authority. Such fees shall be held by the Town of Reading in an interest-bearing escrow account, and shall be used only for expenses associated with the use of outside consultants employed by the Approving Authority in reviewing the Plan application. Any surplus funds remaining after the completion of such review, including any interest accrued, shall be returned to the Applicant forthwith;
- 4.11.11.2.3. Upon receipt by the Approving Authority, applications shall be distributed to the Building Inspector, Fire Chief, Police Chief, Board of Health, Conservation Commission, the Board of Selectmen, Housing Authority and the Department of Public Works. Any reports from these parties shall be submitted to the Approving Authority within sixty (60) days of filing of the application; and
- 4.11.11.2.4. Within thirty (30) days of filing of an application with the Approving Authority, the Approving Authority or its designee shall evaluate the proposal with regard to its completeness and shall submit an advisory report in writing to the Applicant certifying the completeness of the application. The Approving Authority or its designee shall forward to the Applicant, with its report, copies of all recommendations received to date from other boards, commissions or departments.
- 4.11.11.3. Public Hearing. The Approving Authority shall hold a public hearing and review all applications according to the procedure specified in Mass. Gen. Laws Ch. 40R § 11 and 760 CMR 59.04(1)(f) and shall, at the Applicant's expense, provide mailed notice of said hearing to all parties in interest in accordance with the procedures set forth in Mass. Gen. Laws Ch. 40A § 11.
- 4.11.11.4. Prior to the granting of any Plan Approval for a Development Project, the Applicant must demonstrate, to the satisfaction of the Administering Agency, that the method by which such affordable rents or affordable purchase prices are computed shall be consistent with state or federal guidelines for affordability applicable to the Town of Reading. Upon this finding, the Administering Agency must submit in writing to the Approving Authority that these affordability components of the Development Project are consistent with applicable state or federal guidelines for affordability.
- 4.11.11.5. Plan Approval Decision
- 4.11.11.5.1. The Approving Authority shall make a decision on the Plan application, and shall file said decision, together with the

detailed reasons therefore, with the Town Clerk, within one hundred twenty (120) days of the date the application was received by the Town Clerk. The time limit for public hearings and taking of action by the Approving Authority may be extended by written agreement between the Applicant and the Approving Authority. A copy of such agreement shall be filed with the Town Clerk;

- 4.11.11.5.2. Failure of the Approving Authority to take action within one hundred twenty (120) days or extended time, if applicable, shall be deemed to be an approval of the application;
- 4.11.11.5.3. An Applicant who seeks approval because of the Approving Authority's failure to act on an application within the one hundred twenty (120) days or extended time, if applicable, must notify the Town Clerk in writing of such approval, within fourteen (14) days from the expiration of said time limit for a decision, and that a copy of that notice has been sent by the Applicant to the parties in interest by mail and that each such notice specifies that appeals, if any, shall be made pursuant to Mass. Gen. Laws Ch. 40R and shall be filed within twenty (20) days after the date the Town Clerk received such written notice from the Applicant that the Approving Authority failed to act within the time prescribed;
- 4.11.11.5.4. The Approving Authority's findings, including the basis of such findings, shall be stated in a written decision of approval, conditional approval or denial of the application for Plan Approval. The written decision shall contain the name and address of the Applicant, identification of the land affected and its ownership, and reference by date and title to the plans that were the subject of the decision. The written decision shall certify that a copy of the decision has been filed with the Town Clerk and that all plans referred to in the decision are on file with the Approving Authority;
- 4.11.11.5.5. The decision of the Approving Authority, together with the detailed reasons therefore, shall also be filed with the Board of Appeals and the Building Inspector. A copy of the decision shall be mailed to the owner and to the Applicant, if other than the owner, by the Approving Authority certifying that a copy of the decision has been filed with the Town Clerk and that all plans referred to in the decision are on file with the Approving Authority. A notice of the decision shall be sent to the parties in interest and to persons who requested a notice at the public hearing; and
- 4.11.11.5.6. Effective Date. If twenty (20) days have elapsed after the decision has been filed in the office of the Town Clerk without an appeal having been filed or if such appeal, having been filed, is dismissed or denied, the Town Clerk shall so certify on a copy of the decision. If the application is approved by reason

of the failure of the Approving Authority to timely act, the Town Clerk shall make such certification on a copy of the notice of application. A copy of the decision or notice of application shall be recorded with the title of the land in question in the Middlesex South District Registry of Deeds, and indexed in the grantor index under the name of the owner of record or recorded and noted on the owner's certificate of title. The responsibility and the cost of said recording and transmittal shall be borne by the owner of the land in question or the Applicant.

4.11.11.6. Criteria for Approval. The Approving Authority shall approve the Development Project upon the following findings:

- 4.11.11.6.1. The Applicant has submitted the required fees and information as set forth in applicable regulations;
- 4.11.11.6.2. The proposed Development Project as described in the application meets all of the requirements and standards set forth in this Section 4.11 and applicable Design Standards, or a waiver has been granted therefrom; and
- 4.11.11.6.3. Any extraordinary adverse potential impacts of the Development Project on nearby properties have been adequately mitigated.

For a Development Project subject to the Affordability requirements of Section 4.11.10, compliance with Section 4.11.11.6.2. above shall include written confirmation by the Approving Authority that all requirements of that Section have been satisfied. Prior to the granting of Plan Approval for a Project, the Applicant must demonstrate, to the satisfaction of the Administering Agency, that the method by which such affordable rents or affordable purchase prices are computed shall be consistent with state or federal guidelines for affordability applicable to the Town of Reading.

4.11.11.7. Criteria for Conditional Approval. The Approving Authority may impose conditions on a Development Project as necessary to ensure compliance with the GSGD requirements of this Section 4.11 and applicable Design Standards, or to mitigate any extraordinary adverse impacts of the Development Project on nearby properties, insofar as such conditions are compliant with the provisions of Mass. Gen. Laws Ch. 40R and applicable regulations and do not Unduly Restrict opportunities for development. The Approving Authority may require construction of an approved Development Project to be phased for the purpose of coordinating the Development Project with any mitigation required to address extraordinary adverse Development Project impacts on nearby properties and with the implementation of the infrastructure improvements by the party designated as responsible under the Infrastructure Letters.

- 4.11.11.8. Criteria for Denial. The Approving Authority may deny an application for Plan Approval pursuant to this Section 4.11 of the By-Law only if the Approving Authority finds one or more of the following:
- 4.11.11.8.1. The Development Project does not meet the requirements and standards set forth in this Section 4.11 and the applicable Design Standards;
 - 4.11.11.8.2. The Applicant failed to submit information and fees required by this Section 4.11 and necessary for an adequate and timely review of the design of the Development Project or potential Development Project impacts; or
 - 4.11.11.8.3. It is not possible to adequately mitigate significant adverse Development Project impacts on nearby properties by means of suitable conditions.
- 4.11.11.9. Time Limit. A project approval shall remain valid and shall run with the land indefinitely provided that construction has commenced within two (2) years after the decision issues, which time shall be extended by the time required to adjudicate any appeal from such approval. Said time shall also be extended if the project proponent is actively pursuing other required permits for the project or if there is good cause for the failure to commence construction, or as may be provided in an approval for a multi-phase Development Project.
- 4.11.11.10. Appeals. Pursuant to Mass. Gen. Laws Ch. 40R, § 11, any person aggrieved by a decision of the Approving Authority may appeal to the Superior Court, the Land Court, or other court of competent jurisdiction within twenty (20) days after the Plan decision has been filed in the office of the Town Clerk.
- 4.11.11.11. Upon approval of a Development Project by the Approving Authority, but prior to construction, a pre-construction conference must be held with Town staff. Prior to first occupancy, a pre-Certificate of Occupancy meeting must be held with Town staff.
- 4.12. Waivers. The Approving Authority may authorize waivers with respect to the dimensional and other standards set forth in this Section 4.11 in the Plan Approval upon a finding that such waiver will allow the Development Project to achieve the affordability and/or physical character allowable under this By-Law. However, the Approving Authority may not waive any portion of the Affordable Housing requirements in Section 4.11.10 except insofar as such waiver results in the creation of a number of Affordable Units in excess of the minimum number of required Affordable Units.
- 4.13. Project Phasing. The Approving Authority, as a condition of any Plan Approval, may allow a Development Project to be phased for the purpose of coordinating the Development Project with any mitigation required to address any extraordinary adverse Development Project impacts on nearby properties and with the implementation of the infrastructure improvements by the party designated as responsible under the Infrastructure Letters.

4.14. **Change in Plans after Approval by Approving Authority.**

4.14.11. **Minor Change.** After Plan Approval, an Applicant may apply to make minor changes in a Development Project involving minor utility or building orientation adjustments, or minor adjustments to parking or other site details that do not affect the overall buildout or building envelope of the site, or provision of open space, number of housing units, or housing need or affordability features. Such minor changes must be submitted to the Approving Authority on redlined prints of the approved plan, reflecting the proposed change, and on application forms provided by the Approving Authority. The Approving Authority may authorize such changes at any regularly scheduled meeting, without the need to hold a public hearing. The Approving Authority shall set forth any decision to approve or deny such minor change by motion and written decision, and provide a copy to the Applicant for filing with the Town Clerk.

4.14.12. **Major Change.** Those changes deemed by the Approving Authority to constitute a major change in a Development Project because of the nature of the change in relation to the prior approved plan, or because such change cannot be appropriately characterized as a minor change as described above, shall be processed by the Approving Authority as a new application for Plan Approval pursuant to this Section 4.11.

4.11.15 **Fair Housing Requirement.** All Development Projects within the GSGD shall comply with applicable federal, state and local fair housing laws.

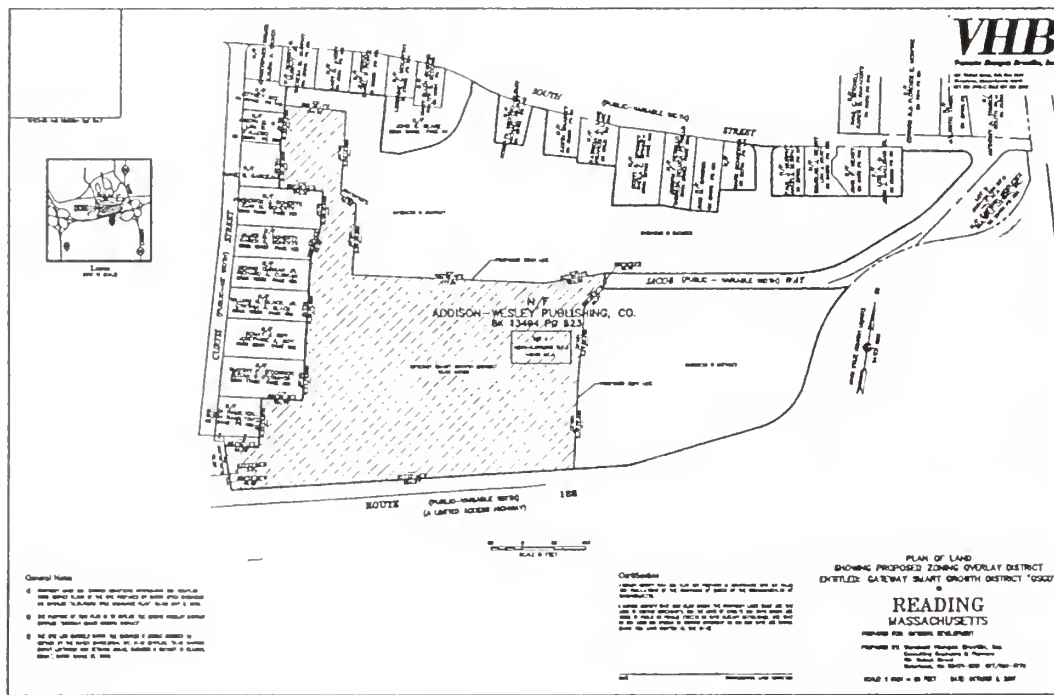
4.11.16 **Annual Update.** On or before July 31 of each year, the Board of Selectmen shall cause to be filed an Annual Update with the Department of Housing and Community Development (DHCD) in a form to be prescribed by DHCD. The Annual Update shall contain all information required in 760 CMR 59.07, as may be amended from time to time, and additional information as may be required pursuant to Mass. Gen. Laws Ch. 40S and accompanying regulations. The Town Clerk of the Town of Reading shall maintain a copy of all updates transmitted to DHCD pursuant to this By-Law, with said copies to be made available upon request for public review.

4.11.17 **Notification of Issuance of Building Permits.** Upon issuance of a residential building permit within the GSGD, the Building Inspector of the Town of Reading shall cause to be filed an application to the Department of Housing and Community Development (DHCD), in a form to be prescribed by DHCD, for authorization of payment of a one-time density bonus payment for each residential building permit pursuant to Mass. Gen. Laws Ch. 40R. The application shall contain all information required in 760 CMR 59.06(2), as may be amended from time to time, and additional information as may be required pursuant to Mass. Gen. Laws Ch. 40S and accompanying regulations. The Town Clerk of the Town of Reading shall maintain a copy of all such applications transmitted to DHCD pursuant to this By-Law, with said copies to be made available upon request for public review.

4.11.18 Date of Effect. The effective date of this By-Law shall be the date on which such adoption is voted upon by Town Meeting pursuant to the requirements of Mass. Gen. Laws Ch. 40A § 5 and Mass. Gen. Laws Ch. 40R; provided, however, that an Applicant may not proceed with construction pursuant to this By-Law prior to the receipt of final approval of this By-Law and accompanying Zoning Map by both the Department of Housing and Community Development and the Office of the Massachusetts Attorney General.

4.11.19 Severability. If any provision of this Section 4.11 is found to be invalid by a court of competent jurisdiction, the remainder of Section 4.11 shall not be affected but shall remain in full force. The invalidity of any provision of this Section 4.11 shall not affect the validity of the remainder of the Zoning By-Laws of the Town of Reading.

And to see if the Town will vote to amend the Zoning Map of the Town of Reading as follows:



or take any other action with respect thereto.

Community Planning and Development Commission

ARTICLE 5

To see if the Town of Reading will vote to amend the Zoning By-Laws as follows:

1. Amend Section 2.0 Definitions, by adding the following new definition:

2.2.2.28.1 Senior Independent Living: A facility that provides dwelling units for residents over the age of 55, with no permanent residents under the age of 18, in a single or multiple buildings or in separate townhouses or cottages, and may include common areas for the use of residents.

2. Amend Section 4.2.2 Table of Uses, in the column for Business C District as follows:

Apartment – Delete “NO” and substitute “NO^A” and add at the end of the Table of Uses: “A” Townhouses shall be permitted in the Business C District.

Nursing Home – Delete “NO” and substitute “YES^B” and add at the end of the Table of Uses: “B” Nursing Home and Senior Independent Living shall be permitted in the Business C District.

The revised 4.2.2. Table of Uses showing the two above changes is shown below. The modified portions of the table are in bold text and are not shaded. (The shaded portions are shown for reference only.)

4.2.2. Table of Uses							
PRINCIPAL USES	RES-15	RES-A-40	RES-A-80	BUS-A	BUS-B	BUS-C	IND
	S-15	A-40	A-80	A	B	C	
	S-20						
	S-40						
Residential Uses							
Apartment	No	Yes	Yes	Yes	No	NO ^A	No
Public and Quasi-Public Uses							
Nursing Home	SPA	SPA	No	SPA	SPA	Yes ^B	No
Planned Unit Development may be permitted only within a PUD Overlay District on the Zoning Map.							
Planned Residential Development may be permitted only within a PRD Overlay District which may exist only in an S-15, S-20, S-40 or A-40 or A-80 underlying Zoning District on the Zoning Map.							
Adult Uses may be permitted only in the Industrial District by Special Permit granted by the Board of Appeals according to the requirements of Section 4.3.4. May be permitted only within a State-owned Interstate highway right-of-way.							
May be permitted only within a State-owned Interstate highway right-of-way.							
Mixed Use Overlay may be permitted only in the Downtown Business B District, principally traversed by Main and Haven Streets.							
A	Townhouses shall be permitted in the Business C District.						
B	Nursing Home and Senior Independent Living shall be permitted in the Business C District.						

3. Amend Section 5.3.1.4. by adding a new sub-section 5.3.1.4.d. as follows:

d. Maximum Allowable Development – Senior Housing and Townhouses. The plan entitled: “Business C Planning Subdistricts”, dated October 2, 2007, on file with the Building Inspector and the Town Clerk, and incorporated herein by reference, establishes four (4) Planning Subdistricts within the Business C District. Townhouses shall only be permitted within Planning Subdistrict A and shall be limited to no more than 16 units. Senior independent living and/or nursing home units shall only be permitted in Planning Subdistricts B and D, provided that (a) no more than 160 units shall be permitted in any Planning Subdistrict, (b) no more than 310 units shall be permitted within the entire Business C District, and (c) no more than two (2) Planning Subdistricts may contain senior independent living and/or nursing home units. Furthermore, except as provided herein, no office or other allowed uses shall be permitted in a Planning Subdistrict as a principal use if there are senior independent living and/or nursing home units in such Planning Subdistrict. In order to encourage a mix of uses within a Planning Subdistrict that also contains senior independent living and/or nursing home units, up to 1000 square feet of office or other allowed principal uses shall be permitted for each senior independent living and/or nursing home unit less than 160 units that is not constructed within a Planning Subdistrict. For example, a Planning Subdistrict could contain 120 senior independent living and/or nursing home units and up to 40,000 square feet of office or other allowed principal uses. Further, the boundaries of a Planning Subdistrict may be modified by the CPDC based upon Site Plan Review applications submitted by the landowner or its agents for proposed developments within the Business C District.

4. Amend Section 5.3.1.4 by adding a new sub-section 5.3.1.4.e. as follows:

e. For purposes of determining compliance with the foregoing requirements and the height limitation in Table 5.1.2, all such setbacks and buffer areas shall be measured from the boundary line between the Business C District and the adjoining Residence S-20 District and the Residence S-15 District.

5. Amend Section 6.1.1.3, Off-Street Parking and Loading/Unloading Requirements, as follows:

In the Principal Use column, add “Senior Independent Living” to “Lodging Houses, Hotels, Motels and Tourist Homes” and in the Principal Use column, add “Townhouse” to “Townhouse Development” so that the entire entry in the Table of Off-Street Parking and Loading/Unloading Requirements would read as follows: (The modified portions of the table are in bold text and are not shaded. The shaded portions are shown for reference only.):

6.1.1.3: Off-Street Parking and Loading/Unloading Requirements:

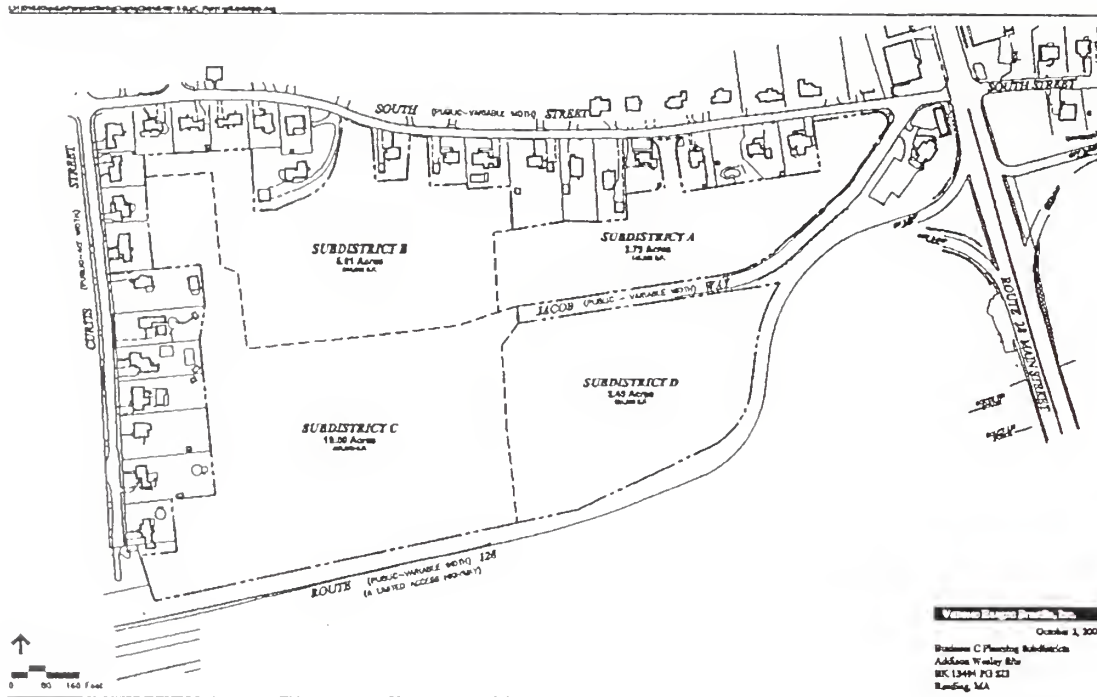
Principal Use	Minimum Number of Off-Street Parking Spaces Required	Minimum Number of Off-Street Loading and Unloading Spaces Required
Lodging Houses, Hotels, Motels, Tourist Homes, and Senior Independent Living	Two spaces plus one space for each separate rental unit used for such purposes	One space if 0-100,000 square feet of gross floor area; two spaces if 100,001-150,000 square feet of gross floor area; three spaces if 150,001-300,000 square feet of gross floor area; four spaces if over 300,000 square feet of gross floor area, plus one space for each additional 150,000 square feet of gross floor area over 450,000
Townhouse and Townhouse Development	Two spaces for each dwelling unit	None

6. Amend Section 4.3.3., Site Plan Review, by adding a new Section 4.3.3.12.3 as follows:

4.3.3.12.3 Waiver of Parking, Loading Space and Related Design Requirements in the Business C District.

Upon the applicant's request and submission of supporting documentation, the Community Planning and Development Commission may waive or reduce the requirements under Section 6.1.1.3 and Section 6.1.2, provided there is no adverse impact in the areas described in Section 4.3.3.6,

And to see if the Town will vote to amend the Zoning Map of the Town of Reading as follows:



or take any other action with respect thereto.

Community Planning and Development Commission

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to December 10, 2007, the date set for the meeting in said Warrant, and to publish this Warrant in a newspaper published in the Town, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

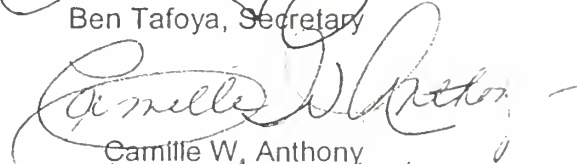
Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

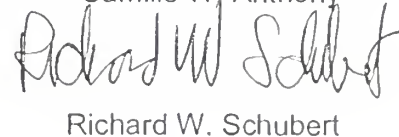
Given under our hands this 6th day of November, 2007.

James E. Bonazoli, Chairman


Stephen A. Goldy, Vice Chairman


Ben Tafoya, Secretary


Camille W. Anthony


Richard W. Schubert

SELECTMEN OF READING


Alan W. Ulrich, Constable

SUBSEQUENT TOWN MEETING

Reading Memorial High School

November 15, 2007

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:51 p.m., there being a quorum present. Pledge of Allegiance to the Flag.

ARTICLE 12 – On motion by Camille W. Anthony, member of the Board of Selectmen, it was moved to accept General Laws Chapter 44, Sections 3-7, inclusive, otherwise known as the Massachusetts Community Preservation Act, by approving a surcharge on real property for the purposes permitted by said Act including the acquisition, creation and preservation of open space, the acquisition, preservation, rehabilitation and restoration of historic resources, the acquisition, creation and preservation of land for recreational use, and the creation, acquisition, preservation and support of community housing; that the Town determine the amount of such surcharge as 2% on real property as a percentage of the annual real estate tax levy against real property, such surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2008; and that the Town will accept the following exemptions from the surcharge as set forth in Section 3(e) of the Act :

- (1) Property owned and occupied as a domicile by a person who would qualify for low income housing or low or moderate income senior housing in the community;
- (2) The first \$100,000 of the taxable value of each parcel of residential real property.

ARTICLE 12 – On motion by James E. Bonazoli, Chairman of the Board of Selectmen, it was voted to refer the subject matter of Article 12 to the Board of Selectmen.

On motion by Michael F. Slezak, Precinct 6, it was voted to move the question.

2/3 vote requested
85 voted in the affirmative
30 voted in the negative

On motion to refer the subject matter of Article 12:

Counted vote requested
64 voted in the affirmative
55 voted in the negative

Motion to refer to committee carried.

ARTICLE 13 – On motion by David Tuttle, Community Planning and Development Commission, it was moved to amend the Zoning By-Laws of the Town of Reading as follows:

Add Sections 2.2.1.1.1, 2.2.13.1, 2.2.21 and 2.2.23.1 as follows:

Warrant Article 12

Community Preservation Act

The CPA is a statewide enabling legislation that allows towns to establish a dedicated fund for three community concerns:

- open space
- affordable housing
- historic resources

The CPA allows Reading the opportunity to: determine its priorities, plan for its future, and fund those plans.

Warrant Article 12

Community Preservation Act

☐ This locally controlled fund draws revenue from 2 sources:

- Local surcharge on property values
- State matching funds

Warrant Article 12 Community Preservation Act

Local funding:

Proposed 2% surcharge on real property,
but include two exemptions for:

- (1) the first \$100,000 of assessed value of each taxable parcel of real property; and
- (2) low income or low and/or moderate income senior households.

Warrant Article 12 Community Preservation Act

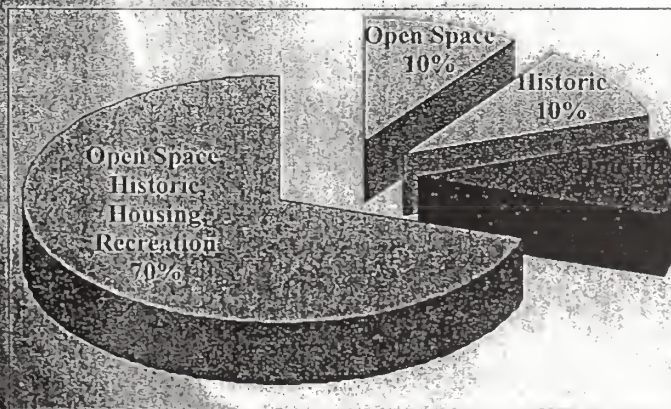
State funding:

- All revenues generated and collected in Reading will receive state matching funds.
- 100% state matching funds have been available since 2001.

Warrant Article 12 Community Preservation Act

- Monies collected by Reading and matched by the state, would be placed in a local CPA Fund, administered by local residents.
- 10% of the annual revenues of the fund must be used for each of the core areas: open space, affordable housing and historic resources.
- The remaining 70% of the annual revenues can be allocated for any combination of the allowed areas, and/or for recreation use.

Fund Allocation



- Open Space
- Historic
- Housing
- Open Space, Historic, Housing, Recreation

Reading CPA surcharge overview:
Proposed surcharge with one exemption*

- Cost to the average household in Reading calculated using FY2007 values, a 2 percent surcharge, and the \$100,000 exemption.

Average Assessed Home Value	\$461,656
<i>Minus</i> \$100,000 exemption	- <u>\$100,000</u>
<i>Equals</i> Net House Value Surcharged	= \$361,656
<i>Times</i> Municipal Tax Rate (per dollar)	x <u>0.01207</u>
<i>Equals</i> Amount Subject to Surcharge	= \$4365
<i>Times</i> CPA Surcharge Rate	x <u>2%</u>
Amount paid toward CPA Fund	\$ 87

*Exempt: low income or low and/or moderate income senior households

Reading CPA surcharge overview (continued):
the projected amount Reading would raise

- The chart below shows several scenarios.
- Note that these amounts are just the amount raised locally. The total would be more after the state match is received each year.

Exemptions	1%	2%	3%
None	\$ 454,731	\$ 909,462	\$ 1,364,193
\$100K	\$ 361,937	\$ 723,873	\$ 1,085,810

Reading CPA projected surcharge on range of property values and Town revenues

Property Value								
	100,000	200,000	300,000	400,000	500,000			
on tax	\$ 1,207	\$ 2,414	\$ 3,621	\$ 4,828	\$ 6,035	Town Raises **		
	without \$100,000 exempt					Exemption***		
	\$ 12	\$ 24	\$ 36	\$ 48	\$ 60	\$ 454,731	\$ 445,451	
	\$ 18	\$ 36	\$ 54	\$ 72	\$ 91	\$ 682,096	\$ 668,177	
	\$ 24	\$ 48	\$ 72	\$ 97	\$ 121	\$ 909,462	\$ 890,903	
	\$ 36	\$ 72	\$ 109	\$ 145	\$ 181	\$ 1,364,193	\$ 1,336,354	
	with \$100,000 exempt							
	\$ 12	\$ 24	\$ 36	\$ 48	\$ 60	\$ 361,937	\$ 357,297	
	\$ 18	\$ 36	\$ 54	\$ 72	\$ 91	\$ 542,905	\$ 535,946	
	\$ 24	\$ 48	\$ 72	\$ 97	\$ 121	\$ 723,873	\$ 714,594	
	\$ 36	\$ 72	\$ 109	\$ 145	\$ 181	\$ 1,085,810	\$ 1,071,891	

Average Assessed Value is \$461,656

Based on FY 07 tax figures, using 12.07 as residential tax rate

Amount raised locally, which is the basis for the state match

With Low/Moderate Exemption

Community Preservation Act Local Enactment, Local Control

- CPA accepted by Town Meeting, then placed on ballot for voter approval.
- CPA remains in effect for a minimum of five years from the date of voter approval.
- Level of surcharge (and optional exemptions) can be amended at any regularly scheduled election.
- Voters can repeal the CPA after 5 years.

Community Preservation Act Local Enactment, Local Control

- The Town appoints local citizens to the Community Preservation Committee (CPC).
- The CPC would create an action plan based on input they gather from Town Boards and public informational meetings. These plans are subject to local comment and approval.
- CPC funds can be appropriated by Town Meeting to Reading organizations who may act quickly toward acquisition, creation, preservation and support of open space, affordable and community housing, historic buildings and landscapes.

Community Preservation Act Considerations

- Commercial properties are **not** exempt.
- General obligation bonds or notes **can be authorized in anticipation** of revenues to be raised.
- **CPA funds may be used as leverage** for matching monies from state and federal grant programs that require a local match.
- If Reading has adopted the CPA, applications for Self-Help and Urban Self-Help matching funds through EOEFA would **receive significantly higher weight** in consideration.

- 2.2.1.1.1 Accessory Building: A detached single story building the use of which is customarily incidental and subordinate to that of the principal building and which is located on the same lot as that occupied by the principal building. An Accessory Building shall not be used to house people, domestic animals or livestock. Nor shall it be used as an independent commercial enterprise. An Accessory Building located within ten (10) feet of the principal building shall be subject to the dimensional requirements applicable to the principal building.
- 2.2.13.1 Garage, Detached: A detached single story accessory building serving as storage for personal vehicles or other items belonging to the occupants of the premises that is used for residential purposes. Such building shall be fully enclosed. A detached garage located within ten (10) feet of the principal building shall be subject to the dimensional requirements applicable to the principal building.
- 2.2.21 Lot Coverage: The percentage of the total lot area covered by principal and accessory buildings (Accessory Building, Detached Garage and/or Carriage House-Stable-Barn).
- 2.2.23.1 Open Space: The percentage of the total lot area that consists of undisturbed natural vegetation, grasses, landscaping or otherwise naturally permeable materials, and is completely devoid of any building, structure, road, driveway, parking area, walkway, patio, deck, pool, tennis court, basketball court, or other similar pervious and/or impervious materials.

Replace the existing Paragraph 5.2.3.5 with:

- 5.2.3.5 No building shall be located within the required side yard setback except for a detached garage or accessory building for a one or two family dwelling or any other permitted principal use in a Residence District. Such building shall conform to the dimensional requirements of Table 5.2.3.7.

Replace the existing Paragraph 5.2.3.6 with:

- 5.2.3.6 No building shall be located within the required rear yard setback except for a detached garage or accessory building for a one or two family dwelling or any other permitted principal use in a Residence District. Such building shall not occupy more than twenty five percent (25%) of the rear yard. Such building shall conform to the dimensional requirements of Table 5.2.3.7.

Add the following Table:

Table 5.2.3.7 Detached Garage Accessory and Accessory Building Dimensional Controls – S-15, S-20 and S-40 Districts		
Accessory Floor Area (square feet)	Max. Building Height to Ridgeline or Highest Point	Min. Side and Rear Yard (feet)

	on Roof (feet)	
100 or less	10	3
101 to 300	14	10
301 to 650	16	15
651 or greater	Not Allowed	

2/3 voted required
15 voted in the affirmative
95 voted in the negative

Motion did not carry.

ARTICLE 14 – On motion by James E. Bonazoli, Chairman of the Board of Selectmen, it was voted to authorize the Board of Selectmen to file the following or similar legislation with the Great and General Court:

AN ACT RELEASING CERTAIN LAND IN THE TOWN OF READING FROM THE OPERATION OF A RESTRICTION ON LAND

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. The Town of Reading, acting by and through its Board of Selectmen, is hereby authorized to release a restriction on land granted to the Town by the United Church Homes of Reading, Inc., purported to be a conservation restriction pursuant to Section 32 of Chapter 184 but not signed by the Secretary and therefore presumed to be a restriction pursuant to Chapter 23 of Chapter 184, which restriction expires naturally in thirty years but cannot be rerecorded, dated January 24, 1983, and recorded in the Middlesex South Registry of Deeds at Book 14938, Book 486, being more particularly described as follows: the parcel of land labeled "Parcel B" (Developed) containing 2.85 acres more or less, as shown on the plan of land entitled "Plan for Conservation Restrictions, Bay State Road, Reading, Mass.", Scale 1" = 40' by R.E. Cameron & Associates, Inc. dated Jan. 25, 1982 recorded in said deeds in Plan Book 1983, Page 259.

Section 2. This act shall take effect upon its passage.

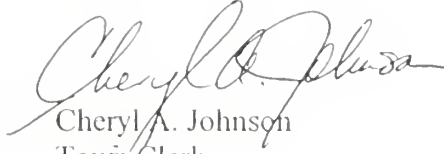
Counted vote requested
107 voted in the affirmative
6 voted in the negative

On motion by James E. Bonazoli, Chairman of the Board of Selectmen, it was moved to adjourn this Subsequent Town Meeting sine die.

Meeting adjourned at 10:18 p.m.

_____ Town Meeting Members were present.

A true copy. Attest:


Cheryl A. Johnson
Town Clerk

Subsequent Town Meeting
November 15, 2007

SPECIAL TOWN MEETING

Reading Memorial High School

December 10, 2007

The meeting was called to order by the Moderator, Alan E. Foulds at 7:41 p.m., there being a quorum present. Pledge of Allegiance to the Flag.

The Warrant was partially read by the Assistant Town Clerk, Julia A. Rodger, when on motion by James E. Bonazoli, Chairman of the Board of Selectmen, it was voted to dispense with further reading of the Warrant except for the Officer's Return, which was read by the Asst. Town Clerk.

Lisa Gibbs, School Committee Chairman, presented the All State School Committee Award to Elaine Webb, School Committee Member, for outstanding achievement in advocating for education for children.

ARTICLE 1 – On Motion by James E. Bonazoli, Chairman of the Board of Selectman, it was voted to table the subject matter of Article 1.

ARTICLE 2 - On Motion by James E. Bonazoli, Chairman of the Board of Selectman, it was voted to table the subject matter of Article 2.

ARTICLE 3 - On Motion by James E. Bonazoli, Chairman of the Board of Selectman, it was voted to table the subject matter of Article 3.

ARTICLE 4 - On Motion by David Tuttle, Community Planning and Development Commission, it was voted to amend the Zoning By-Laws by adding to Section 4.0, Use Regulations, a new Section 4.11. entitled Gateway Smart Growth District to read as follows:

4.11. GATEWAY SMART GROWTH DISTRICT (the "GSGD")

4.11.1 Purposes. The purposes of the GSGD are:

- 4.11.1.1. To establish a Smart Growth Overlay District to encourage smart growth in accordance with the purposes of Chapter 40R of the General Laws. The GSGD will allow for multi-family housing, which will help provide additional affordable housing opportunities within the Town of Reading.
- 4.11.1.2. To implement the objectives of both the EO 418 Reading Community Development Plan (2004) and the Reading Master Plan (2005), which identified the area within the GSGD for mixed-use development.
- 4.11.1.3. To ensure high quality site planning, architecture and landscape design that enhances the distinct visual character and identity of Reading and

provides an environment with safety, convenience and appropriate amenities.

4.11.1.4. To provide for a diversified housing stock within Reading, including affordable housing and housing types that meet the needs of the Town's population, all as identified in the EO 418 Reading Community Development Plan (2004), the Reading Master Plan (2005), and the Reading Housing Plan (2006).

4.11.1.5. To generate positive tax revenue, and to benefit from the financial incentives provided by Chapter 40R of the General Laws, while providing the opportunity for new residential development.

4.11.2 Authority and applicability. The GSGD is established pursuant to the authority of Chapter 40R of the General Laws and 760 CMR 59.00. At the option of the Applicant, development of land within the GSGD may be undertaken by means of a Plan Approval pursuant to the zoning controls set forth in this Section 4.11, or by complying with all applicable Underlying Zoning controls set forth in the Town of Reading Zoning By-Laws. Notwithstanding anything to the contrary in the Zoning By-Laws, Development Projects proceeding under this Section 4.11 shall be governed solely by the provisions of this Section 4.11 and the standards and/or procedures of the Underlying Zoning shall not apply. Development Projects proposed pursuant to this Section 4.11 shall not be subject to any other provisions of the Zoning By-Laws, including limitations upon the issuance of building permits for residential uses related to a rate of development or phased growth limitation or to a local moratorium on the issuance of such permits, or to other building permit or Dwelling Unit limitations.

4.11.3 Establishment and delineation of GSGD. The GSGD is an overlay district that is superimposed over the Underlying Zoning district. The boundaries of the GSGD are delineated as the "Gateway Smart Growth District 'GSGD'" on the Reading Zoning Map on file in the office of the Town Clerk, said map hereby made a part of the Zoning By-Laws.

4.11.4 Definitions. As used in this Section 4.11, the following terms shall have the meanings set forth below:

ACCESSORY BUILDING – A detached single story building the use of which is customarily incidental and subordinate to that of the principal building and which is located on the same lot as that occupied by the principal building. An Accessory Building shall not be used to house people, domestic animals, or livestock. Nor shall it be used as an independent commercial enterprise. An Accessory Building located within 10 feet of the principal building shall be subject to the dimensional requirements applicable to the principal building.

ADMINISTERING AGENCY – An organization designated by the Reading Board of Selectmen, which may be the Reading Housing Authority or other qualified housing entity, with the power to monitor and to enforce compliance with the provisions of this By-Law related to Affordable Units, including but not limited to computation of rental and sales prices; income eligibility of households applying for Affordable Units; administration of an approved housing marketing and resident selection plan; and recording and enforcement of an Affordable Housing Restriction for each Affordable Unit in the GSGD. In a case where the Administering Agency cannot adequately carry out its administrative duties, upon certification of this fact by the Reading Board of Selectmen or by DHCD, such duties shall devolve to and thereafter be administered by a qualified housing entity designated by the Reading Board of Selectmen or, in the absence of such timely designation, by an entity designated by the DHCD.

AFFORDABLE UNIT - An Affordable Rental Unit or an Affordable Homeownership Unit that is affordable to and occupied by an Eligible Household.

AFFORDABLE HOUSING RESTRICTION – A deed restriction of an Affordable Unit meeting statutory requirements in Section 31 of Chapter 184 of the General Laws and the requirements of Section 4.11.10 of this By-Law.

AFFORDABLE RENTAL UNIT – A Dwelling Unit required to be rented to an Eligible Household in accordance with the requirements of Section 4.11.10 of this By-Law.

AFFORDABLE HOMEOWNERSHIP UNIT – A Dwelling Unit required to be sold to an Eligible Household in accordance with the requirements of Section 4.11.10 of this By-Law.

APPLICANT – A landowner or other petitioner who files a plan for a Development Project subject to the provisions of this By-Law.

APPLICATION – A petition for Plan Approval filed with the Approving Authority by an Applicant and inclusive of all required documentation as specified in administrative rules adopted pursuant to Section 4.11.11.

APPROVING AUTHORITY – The Community Planning and Development Commission (CPDC) of the Town of Reading acting as the authority designated to review projects and issue approvals under this Section 4.11.

AS-OF-RIGHT DEVELOPMENT - A Development Project allowable under this Section 4.11 without recourse to a special permit, variance, zoning amendment, or other form of zoning relief. A Development Project that is subject to the Plan Review requirement of this Section 4.11 shall be considered an As-of-Right Development.

BASEMENT - The lowest floor level of a building which is either fully or partially below grade, whether or not fully enclosed.

BUILDING – A structure enclosed within exterior walls whether portable or fixed, having a roof or other coverings for the shelter of persons, animals or property.

CONSERVATION USE - Any woodland, grassland, wetland, agricultural or horticultural use of land, any use of land for the construction and use of ponds or storm water management facilities.

DEPARTMENT – The Massachusetts Department of Housing and Community Development (DHCD) or any successor agency.

DESIGN STANDARDS – Design Standards included in Sec. 4.11.9 of this By-Law and made applicable to Projects within the GSGD that are subject to the Plan Approval process. The Design Standards are applicable to all Development Projects within the GSGD that are subject to Plan Review by the Approving Authority.

DEVELOPABLE LAND – All land within the GSGD that can be feasibly developed into Development Projects. Developable Land shall not include: the rights-of-way of existing public streets and ways; or areas that are: (1) protected wetland resources (including buffer zones) under federal, state, or local laws; (2) land located within the Flood Plain Zoning District in the Town of Reading and subject to seasonal or periodic flooding; or (3) rare species habitat designated under federal or state law. The foregoing definition shall be for purposes of calculating density under Section 4.11.7.1 and shall not limit development activities in such excluded areas if otherwise allowed by applicable law.

DEVELOPMENT LOT – One or more lots which are designated as a Development Lot on a plan for a development proposed within the GSGD and for which Plan Approval is required under the provisions of this Section 4.11. The lots comprising a Development Lot need not be in the same ownership. Where the Development Lot consists of more than a single lot, the lots, in combination, shall be treated as the Development Lot, may be contiguous or non-contiguous and shall be considered as one lot for the purpose of calculating parking requirements and Dwelling Units per acre. Any development undertaken on a Development Lot is subject to the Design Standards established under Section 4.11.9 of this By-Law.

DEVELOPMENT PROJECT or PROJECT– A residential development undertaken under this Section 4.11. A Development Project shall be identified on the Plan which is submitted to the Approving Authority for Plan Review.

DWELLING – Any building or structure used in whole or in part for human habitation.

DWELLING UNIT — A structure or a portion of a structure containing in a self sufficient and exclusive manner facilities for sleeping, bathing, and cooking.

including one full kitchen and full bathroom facilities as defined by the Massachusetts State Building Code. The following types of Dwelling Units are specifically defined:

MULTI-FAMILY DWELLING UNITS – A residential building containing four or more Dwelling Units designed for occupancy by the same number of families as the number of Dwelling Units.

ONE-FAMILY DWELLING – A detached dwelling arranged, intended or designed to be occupied by a single family.

ELIGIBLE HOUSEHOLD, LOW INCOME – An individual or household whose annual income is below fifty percent (50%) of the area-wide median income as determined by the United States Department of Housing and Urban Development (HUD), adjusted for household size, with income computed using HUD's rules for attribution of income to assets.

ELIGIBLE HOUSEHOLD, MODERATE INCOME – An individual or household whose annual income is below eighty percent (80%) of the area-wide median income as determined by the United States Department of Housing and Urban Development (HUD), adjusted for household size, with income computed using HUD's rules for attribution of income to assets.

FAMILY – One (1) or more persons living together in one (1) dwelling unit as a single house-keeping unit, but not including fraternities, sororities or other fraternal or communal living arrangements.

FRONTAGE - The continuous length of a lot line along a street line or Traveled Way across which access is legally and physically available for pedestrians and vehicles. The end of a street without a cul-de-sac may be considered frontage, and may be extended into one or more Traveled Ways for the purpose of providing frontage.

FLOOR AREA, GROSS – The sum of the areas on the several floors of a building or buildings measured from the outside surfaces of the exterior walls so as to include the full thickness thereof.

FLOOR AREA, NET – The actual occupied area of a building or buildings not including hallways, stairs, mechanical spaces and other non-habitable spaces, and not including thickness of exterior or interior walls.

GARAGE, DETACHED – A detached single story accessory building serving as storage for personal vehicles or other items belonging to the occupants of the premises that is used for residential purposes. Such building shall be fully enclosed. A detached garage located within ten (10) feet of the principal building shall be subject to the dimensional requirements applicable to the principal building.

GATEWAY SMART GROWTH DISTRICT or GSGD – An overlay zoning district adopted pursuant to Chapter 40R of the General Laws, in accordance with the procedures for zoning adoption and amendment as set forth in Chapter 40A of the General Laws and approved by the Department of Housing and Community Development pursuant to Chapter 40R of the General Laws and 760 CMR 59.00.

HEIGHT OF BUILDING - The vertical distance measured at the center line of its principal front from the established grade or from the natural grade if higher than the established grade, or from the natural grade if no grade has been established: to the level of the highest point of the roof beams in the case of flat roof or roofs inclining not more than one inch to the foot, and to the mean height level between the top of the main plate and the highest ridge in the case of other roofs. For buildings with more than one principal front, said vertical distance shall be measured from the average of the established grade or natural grade, as applicable, measured at the centerline of each principal front.

HOUSEHOLD INCOME, MEDIAN – The median income, adjusted for household size, as reported by the most recent information from, or calculated from regulations promulgated by, the United States Department of Housing and Urban Development (HUD).

IMPERMEABLE SURFACE – Natural or manmade material on the ground that does not allow surface water to penetrate into the soil.

INFRASTRUCTURE LETTERS - The letters issued on behalf of the Town in fulfillment of Section 6(a)(11) of Chapter 40R of the General Laws and 760 CMR 59.04(1)(h) identifying infrastructure improvements to be made incident to the construction of one or more Development Projects in the GSGD.

LANDSCAPED AREA – Land area not covered by building, parking spaces and driveways.

LOT – A parcel of land occupied or designed to be occupied by principal and accessory buildings or uses, including such open spaces as are arranged and designed to be used in connection with such buildings.

LOT COVERAGE – The percentage of the total lot area covered by principal and accessory buildings and including any detached garages.

PEDESTRIAN WAY - A way intended for use by the general public for the movement of pedestrians which may include provision for use by cyclists. Pedestrian Ways include:

PATH – A way that is not located immediately adjacent to and incorporated within the design of a Traveled Way. A Path may proceed in a meandering fashion where appropriate to site design rather than the strictly linear configuration expected of a Sidewalk.

SIDEWALK – A way that is located immediately adjacent to and incorporated within the design of a Traveled Way.

PLAN – A plan depicting a proposed Development Project for all or a portion of the GSGD and which is submitted to the Approving Authority for its review and approval in accordance with the provisions of Section 4.11.11 of this By-Law.

PLAN APPROVAL – The Approving Authority’s authorization for a proposed Development Project based on a finding of compliance with this Section 4.11 of the By-Law and Design Standards after the conduct of a Plan Review.

PLAN REVIEW – The review procedure established by this Section 4.11 and administered by the Approving Authority.

RECREATIONAL ACCESSORY USE – A use subordinate to a Principal Residential Use on the same lot or in the same structure and serving a purpose customarily incidental to the Principal Residential Use, and which does not, in effect, constitute conversion of the Principal Use of the lot, site or structure to a use not otherwise permitted in the GSGD. Recreational Accessory Uses may include, but are not limited to, greenhouse, tool shed, clubhouse, swimming pool, tennis court, basketball court, and playground.

SERVICE AREA – Exterior locations of a building including, but not limited to, dumpsters or containerized trash receptacles, metering stations and utilities.

SHARED PARKING FACILITIES – Parking facilities designed and intended to serve more than a single use as shown on a Plan.

SIGN – Any word, number, emblem, picture, design, trademark or other device to attract attention.

SINGLE FAMILY RESIDENCE DISTRICT – A zoning district allowing One-Family Dwelling uses per the Zoning By-Law.

STRUCTURED PARKING – Two or more levels of parking, vertically stacked, either alone or integrated into a building.

TRAVELED WAYS – A way intended for use by the general public for the movement of vehicles which may include provision for use by pedestrians and cyclists through the use of bicycle lanes, sidewalks, shoulders and/or dedicated travel lanes.

UNDERLYING ZONING – The zoning requirements adopted pursuant to Chapter 40A of the General Laws that are otherwise applicable to the geographic area in which the GSGD is located, as said requirements may be amended from time to time.

UNDULY RESTRICT – A provision of the GSGD or a Design Standard adopted pursuant to Chapter 40R of the General Laws and 760 CMR 59.00 that adds unreasonable costs or unreasonably impairs the economic feasibility of a proposed Development Project in the GSGD.

UNRESTRICTED UNIT – A Dwelling Unit that is not restricted as to rent, price or eligibility of occupants.

USE, ACCESSORY – The use of a building or premises for purposes customarily incidental to a permitted principal use.

USE, PRINCIPAL – The main or primary purpose for which a structure, building, or lot is designed, arranged, licensed, or intended, or for which it may be used, occupied, or maintained under this Section 4.11.

VILLAGE GREEN – An area of publicly accessible open space in the District that may be landscaped with greenery or hardscape.

YARD – An open space on the same lot with a building.

YARD, FRONT – The yard extending between the building and the street line and extending across the full width of the lot.

YARD, REAR – The yard extending between the building and the rear line of the lot and extending across the full width of the lot.

YARD, SIDE – The yard extending between the building and the side line of the lot and extending from the front yard to the rear yard.

4.11.5 Permitted Uses.

4.11.5.1. The following principal uses shall be permitted in the GSGD As-of-Right upon Plan Approval pursuant to the provisions of this Section 4.11.:

	Multi-Family Dwelling Unit	Retail and Restaurant	Office	Conservation	Recreational Use, Accessory
GSGD	Yes	No	No	Yes	Yes

4.11.5.2. Parking accessory to any of the above permitted uses, including surface parking, garage, parking under buildings, and above and below

grade structured parking, subject to the dimensional requirements of this Section 4.11.

4.11.5.3. Accessory uses customarily incidental to any of the above permitted uses.

4.11.6 Prohibited uses or activities in the GSGD. All uses not expressly allowed are prohibited.

4.11.7 Dimensional and other requirements. Notwithstanding anything to the contrary in this Section 4.11, the dimensional requirements applicable in the GSGD are as follows:

4.11.7.1. Density. Subject to the limit on Maximum Residential Development in Section 4.11.7.4 below, Multi-family residential uses shall be permitted As-of-Right at a density of at least twenty (20) Dwelling Units per acre of Developable Land.

4.11.7.2. Table of Dimensional Regulations.

Table of Dimensional Regulations.	
	Dimensional Control
Minimum Lot Area	N/A
Minimum Frontage (min.)	10 ft
Front Yard (min.)	10 feet
Side Yard (min.)	10 feet
Rear Yard (min.)	10 feet
Lot Coverage (max.)	60 %
Landscaped Area (min.)	25 %
Building Height (max.)	4 stories, not to exceed 55 feet
Required Structure Setback from a Single Family Residence District	100 feet (see Section 4.11.9.12)
Required Width of a Vegetative Buffer Strip Adjacent to a Single Family Residence District	30 feet (see Section 4.11.9.12)

4.11.7.3. Number of buildings on a lot. In the GSGD, more than one principal building may be erected on a lot.

4.11.7.4. Maximum Residential Development. The aggregate number of Dwelling Units that shall be permitted pursuant to this Section 4.11 shall be two hundred and two (202).

4.11.7.5. Structured parking. Structured parking allowable pursuant to Section 4.11.5(2) shall be governed by this Section 4.11 and by Design Standards in Section 4.11.9., and shall not exceed forty-five (45) feet

in height and shall be approved as to capacity and location by the Approving Authority.

4.11.8 Parking.

- 4.11.8.1. Parking shall be provided in order to meet or exceed the following minimum requirements: at least 1.6 parking spaces shall be provided for each Dwelling Unit. When application of this requirement results in a number that includes a fraction, the fraction shall be rounded up to the next whole number.
- 4.11.8.2. Shared Parking. Notwithstanding anything to the contrary herein, the use of shared parking to fulfill parking demands noted above that occur at different times of day is strongly encouraged. Minimum parking requirements above may be reduced by the Approving Authority through the Plan Approval process if the Applicant can demonstrate that shared spaces will meet parking demands by using accepted methodologies (e.g. the Urban Land Institute Shared Parking Report, ITE Shared Parking Guidelines, or other approved studies).
- 4.11.8.3. Reduction in parking requirements. Notwithstanding anything to the contrary herein, any minimum required amount of parking may be reduced by the Approving Authority through the Plan Approval process if the Applicant can demonstrate that the lesser amount of parking will not cause excessive congestion, endanger public safety, or that a lesser amount of parking will provide positive environmental or other benefits, taking into consideration:
 - 4.11.8.3.1. The availability of surplus off-street parking within the Business C zoning district;
 - 4.11.8.3.2. The availability of on-street, public or commercial parking facilities within the Business C zoning district;
 - 4.11.8.3.3. Shared use of parking spaces serving other uses having peak user demands at different times;
 - 4.11.8.3.4. Age or other occupancy restrictions which are likely to result in a lower level of auto usage;
 - 4.11.8.3.5. Impact of the parking requirement on the physical environment of the affected lot or the adjacent lots including reduction in open space, destruction of significant existing trees and other vegetation, or loss of pedestrian amenities along public ways; and
 - 4.11.8.3.6. Such other factors as may be considered by the Approving Authority.

Where such reduction is authorized, the Approving Authority may impose conditions of use or occupancy appropriate to such reductions.

- 4.11.8.4. Parking shall be designed and constructed to comply with all applicable disability access requirements including, but not limited to, the Americans with Disabilities Act (ADA) and the regulations of the Massachusetts Architectural Access Board (AAB).

4.11.9 Design Standards. To ensure that new development shall be of high quality, and shall meet the standards envisioned by the Town of Reading in adopting this By-Law, the physical character of a Development Project within the GSGD shall comply with the following Design Standards in the issuance of Plan Approval for a Development Project within the GSGD. The Design Standards include standards as authorized at 760 CMR 59.04(1)(f) not only governing the design of buildings but also the dimensions and layouts of roadways and parking areas, consistent with the character of building types, streetscapes and other features traditionally found in densely settled areas of the Town of Reading, the protection of natural site features, the location and design of on-site open spaces, exterior signage and landscaping and other buffering in relation to adjacent properties, and the standards for the construction and maintenance of drainage facilities within the Development Project.

4.11.9.1. Scale, Proportion and Exterior Appearance of Buildings.

4.11.9.1.1. Building Facades.

- 4.11.9.1.1.1 Building design shall maintain the distinction between upper and lower floors for multi-story buildings using horizontal elements such as varied building materials.
- 4.11.9.1.1.2 Projecting bays, columns, recessed balconies and roof shape variation should be utilized. Building facades may also include appurtenances such as cupolas, gables, turrets, spires, widow walks, trellises, etc.
- 4.11.9.1.1.3 The architectural features, materials, and the articulation of a façade of a building shall be continued on all sides visible from a public street or circulation road.
- 4.11.9.1.1.4 Building facades shall vary in height or vary the planes of exterior walls in depth and direction to break up the box-like mass and scale of new buildings.
- 4.11.9.1.1.5 No uninterrupted length of any facade should exceed 40% of the façade's total length, or 85 horizontal feet, whichever is less, without incorporating one of the following: color change, material change, texture change; and one of the following: plane projections or recesses, trellises, balconies, or windows.
- 4.11.9.1.1.6 The architecture facing a public space or Traveled Way or Sidewalk should incorporate features such as moldings, pilasters and other architectural details.

- 4.11.9.1.1.7 Balconies and porches. Residential balconies and porches are encouraged where practical, particularly on building facades fronting on a Traveled Way, Sidewalk or the Village Green.

4.11.9.1.2. Roof Profiles.

- 4.11.9.1.2.1 Roof profiles should employ varied vertical and horizontal planes for visual relief to the tops of buildings. Design elements such as parapets, cornices, towers and piers may also be used. HVAC equipment shall be screened.
- 4.11.9.1.2.2 Design elements such as false mansard roofing may be used to create the appearance that the fourth floor of a building is incorporated into the roof line.

4.11.9.1.3. Windows and Doorways.

- 4.11.9.1.3.1 Fenestration patterns may vary from building to building, but overall the development should exhibit general consistency of proportions along a Traveled Way.
- 4.11.9.1.3.2 Windows should be designed to add visual relief to a wall, which may include inseting the window pane a minimum of three (3) inches from the exterior wall surface.
- 4.11.9.1.3.3 In general, all windows should be taller than they are wide; provided however, that several vertically-oriented windows may be placed consecutively such that the combined width exceeds the height and excluding specific sections of glass (or “storefront”) used at building entrances, offices or common areas.
- 4.11.9.1.3.4 Windows on top floors should not be wider than windows on the first floor.
- 4.11.9.1.3.5 Windows on the top and bottom floors should generally align vertically.
- 4.11.9.1.3.6 Recessed doorways are preferred, in order to break up the building façade, provide a welcoming space, and provide protection from sun and rain. Where a recessed doorway is not used, an awning or vestibule can have a similar effect and may be used. Adequate lighting for the doorway shall be provided at night.

4.11.9.1.4. Materials and Color.

- 4.11.9.1.4.1 Building façade materials including, but not limited to, brick, wood, cementitious fiber board, manufactured limestone, cast stone, masonry, stone, glass, terra cotta,

cellular PVC trim, tile and sustainable materials are permitted within the District.

4.11.9.1.4.2 A combination of materials should be used within a building.

4.11.9.1.5. Sustainable Design. Sustainable design principles shall be considered for all buildings and site design elements to the maximum extent practical. Sustainable design elements intended to reduce energy consumption may include skylights and “day lighting,” windows with low solar-gain factors, landscaping, as well as system and material selections that meet or exceed Energy Star standards.

4.11.9.1.6. Protection of public safety. Site design shall include adequate water supply distribution and storage for fire protection. Vehicular circulation shall meet the access needs of emergency and public safety vehicles. The adequacy of the foregoing shall be based on the reasonable requirements of the Reading Chief of Police and Fire Chief, in their respective fields.

4.11.9.1.7. Service Areas shall be screened from view from adjacent residential districts with materials consistent with the primary building façade, fencing and/or vegetation.

4.11.9.2. Placement, Alignment, Width and Grade of Streets and Sidewalks.

4.11.9.2.1. Design and location. The overall site design shall include a transportation network providing for vehicular and pedestrian circulation to and within the GSGD. Design and construction shall incorporate sound engineering and construction standards including adequate provisions for drainage.

4.11.9.2.2. Traveled Ways. There are two categories of Traveled Ways: Circulation Roads and Driveways.

4.11.9.2.2.1 Circulation Roads shall be a maximum of 26 feet wide for a two-way road (20 feet for those roads that are one-way). Circulation Roads may allow for parallel parking, and shall have granite curbing or edging, and shall contain Sidewalks on at least one side.

4.11.9.2.2.2 Driveways serving parking areas should be a maximum of 24 feet wide for a two-way Driveway (18 feet wide for a one-way) and may have access to perpendicular parking.

4.11.9.2.3. Pedestrian Ways.

- 4.11.9.2.3.1 Pedestrian Ways shall be a minimum of five (5) feet wide. Pedestrian Ways may include street lamps or street trees that encroach on the sidewalk, provided that a minimum width of 42" must be maintained.
 - 4.11.9.2.3.2 Sidewalks shall be constructed of concrete, masonry, bituminous concrete, stone dust, or stone.
 - 4.11.9.2.3.3 Sidewalks may be separated from Traveled Ways by a landscaped strip no less than five (5) feet wide including street trees with permeable grates sufficient for proper irrigation of the tree's root system.
 - 4.11.9.2.3.4 Lighted walkways shall be provided to link buildings with public spaces, parking areas, recreation facilities and Sidewalks on adjacent land wherever practical.
 - 4.11.9.2.3.5 Where pedestrian connections cross Traveled Ways, a crosswalk or change in paving shall delineate the pedestrian connection.
 - 4.11.9.2.3.6 Sidewalks and Paths shall be accessible to the handicapped in accordance with the Americans with Disabilities Act and the Massachusetts Architectural Access Board.
 - 4.11.9.2.3.7 All Sidewalks and Paths shall be open to the public.
 - 4.11.9.2.3.8 A pedestrian connection shall be provided from the District, and through adjacent land as necessary, to allow direct pedestrian access from the District to South Street.
- 4.11.9.2.4. Vehicular curb cuts may be limited to intersections with other Traveled Ways or access drives to parking or loading areas for commercial, civic or multifamily residential uses.

4.11.9.3. Type and Location of Infrastructure.

- 4.11.9.3.1. Plans. The plans and any necessary supporting documents submitted with an application for Plan Approval within the GSGD shall show the general location, size, character, and general area of Traveled Ways and public spaces or facilities.
- 4.11.9.3.2. Ownership and maintenance. The plans and documentation submitted to the Approving Authority shall include a description of proposed private ownership and maintenance of all Traveled Ways, including vehicular ways and Sidewalks, and all proposed public spaces or facilities. As a condition of Plan Approval, the Approving Authority may require provision of an Operations and Maintenance Plan for Traveled Ways and drainage facilities associated with the Traveled Ways. If applicable, a homeowners' association, a condominium association or a business association may be established to ensure that all Traveled Ways and associated drainage facilities

shall be properly maintained by a private party, and that the Town of Reading shall incur no expense related to such operations and maintenance.

4.11.9.3.3. Underground Utilities. All new utilities (except water and wastewater treatment structures and other facilities that require above grade access) shall be installed underground.

4.11.9.3.4. Stormwater management shall incorporate "Best Management Practices" (BMP) as prescribed by the Massachusetts Department of Environmental Protection.

4.11.9.4. Location of Building and Garage Entrances.

4.11.9.4.1. Entrances to residential units that are not required to be handicap accessible or adaptable may be vertically separated from the public Sidewalk by at least 12" and by at least 24" where the front façade of the house or front porch is within 10' of the public Sidewalk.

4.11.9.4.2. Building entrances shall provide direct access to one or more Pedestrian Ways.

4.11.9.4.3. Garages. If garages are proposed, they should be designed in such a way that they do not front on a Circulation Road. Detached garage banks, or recessed locations behind, under or in the side yard of a dwelling unit, may be used where practical.

4.11.9.5. Off-Street Parking & Loading.

4.11.9.5.1. Parking may be provided within or below residential structures. Surface parking lots shall be located to the side and the rear of buildings as oriented toward a Circulation Road with no more than 4 rows of parking including 2 driveways located between a building and a Circulation Road.

4.11.9.5.2. No parking area shall be located within thirty (30) feet of the Single Family Residence District, and no parking area or building shall be allowed in Restricted Area "A" as shown on the plan entitled: "Plan Showing Height Limitation and Setback Areas, Business C District in Reading, Mass.", dated March 27, 2000, Scale 1" = 60', by Hayes Engineering, Inc., on file with the Reading Town Clerk.

4.11.9.5.3. Curb side loading spaces may be provided.

- 4.11.9.5.4. Typical parking spaces in a parking lot shall have minimum dimensions of 9 feet x 18 feet.
- 4.11.9.5.5. Parallel parking shall have minimum dimensions of 8 feet x 22 feet.
- 4.11.9.5.6. Compact car spaces may be provided to a maximum of 30% of all non-parallel parking spaces. The minimum stall size for compact cars is 8 feet x 16 feet and signage and pavement markings shall be installed identifying compact car spaces.
- 4.11.9.5.7. Handicapped parking spaces shall be provided in compliance with the Americans with Disabilities Act and the Massachusetts Architectural Access Board.
- 4.11.9.5.8. Large parking areas shall be landscaped to minimize their visibility from Traveled Ways and from areas outside the District. Continuous parking areas, or lots, of 50-200 spaces shall have 5% of the area landscaped; lots over 200 parking spaces shall have 7% of the total area landscaped. (See Section 4.11.9.13 Design Standards Summary Table.)

4.11.9.6. Protection of Significant Natural Site Features.

- 4.11.9.6.1. Plans submitted to the Approving Authority shall identify trees to be preserved within the Project. Trees shall be tagged in the field and appropriately designated on project plans.
- 4.11.9.6.2. Roadways and lots shall be designed and located in such a manner as to maintain and preserve, to the maximum extent practical, existing tree cover, wetlands, natural topography and significant natural resources, and to minimize cut and fill.
- 4.11.9.6.3. The area in the northwest corner of the District shall be preserved as existing open space and the existing mature vegetation in that location shall not be cut. No parking, building or construction of any structure or impervious surface shall be allowed in the portion of the District within Restricted Area "A" as shown on the plan entitled: "Plan Showing Height Limitation and Setback Areas, Business C District in Reading, Mass.", dated March 27, 2000, Scale 1" = 60', by Hayes Engineering, Inc., on file with the Reading Town Clerk.

4.11.9.7. Location and Design of On-Site Open Space Areas.

- 4.11.9.7.1. Open spaces shall be landscaped to allow for a variety of uses. Open spaces may include sidewalk furniture and small

structures such as a gazebo or trellis to increase the options for use and enjoyment of the spaces.

- 4.11.9.7.2. A Project shall include a central Village Green, a minimum of 15,000 square feet in area measured from curb to curb and inclusive of Sidewalks oriented to and directly accessible from a Traveled Way. The Village Green shall be adjacent to the residential uses in the Project. Additional gathering spaces may be located throughout the Project.
- 4.11.9.7.3. The Village Green shall be located at a vehicular intersection in the Project, and shall be pedestrian accessible from two or more sides. Where practical, buildings and uses may front on the Village Green.
- 4.11.9.7.4. Circulation shall be provided with a continuous Path through parks. Surfaces may include gravel, concrete, stone dust or bituminous concrete. Access shall be continuous from all points of interest and allow free passage through the space on foot and bicycle.
- 4.11.9.7.5. The Village Green shall be landscaped with a variety of ground coverings, flowers, plants, shrubs, and trees, and may incorporate one or more “hard” elements such as fencing, gazebo, seating areas, and decorative paving.
- 4.11.9.7.6. Open Spaces shall be served by direct pedestrian access.
- 4.11.9.8. Landscaping.
 - 4.11.9.8.1. Plantings shall include a variety of species and should consider the local climate, site conditions, salt level, and water level.
 - 4.11.9.8.2. Circulation Roads shall include a minimum of one shade tree every 50 linear feet. Additional trees and landscaping is encouraged.
 - 4.11.9.8.3. Parking Area Landscaping. Surface parking lots shall have landscaped islands to divide large parking areas.
 - 4.11.9.8.4. Landscaping of Traveled Ways. Landscape plantings for all the Traveled Ways in a Development Project shall include deciduous shade trees. These plantings may be in either linear rows or informal groupings. Regular rows shall be used in cases where the Traveled Way abuts walkways, parking lots and buildings. Informal groupings may be used where the Traveled Way abuts existing vegetation.

4.11.9.9. Screening/Fencing.

- 4.11.9.9.1. Fences. Fences may be used to provide continuity to a streetscape, privacy for homeowners and their guests from passers by, to help differentiate private space from public space and to reinforce the pedestrian scale of the streetscape.
- 4.11.9.9.2. All fencing or walls utilized to screen parking and/or service areas shall meet the following specifications:
 - 4.11.9.9.2.1 Ornamental metal fencing, decorative wood fencing, or masonry walls shall be allowed. Wood picket fences, decorative metal fences and stonewalls are encouraged. Concrete retaining walls with a fascia may be used if permitted by the Approving Authority.
 - 4.11.9.9.2.2 Concrete walls and chain link fences should not be used. Chain link fencing is prohibited for screening purposes. Black, vinyl-coated chain link fencing is permissible for non-screening purposes including safety, security and access restriction.
 - 4.11.9.9.2.3 Fencing or walls shall be a minimum of three (3) feet high.

4.11.9.10. Lighting.

- 4.11.9.10.1. For lighting fixture heights and spacing dimensions, please see Section 4.11.9.13 Design Standards Summary Table.
- 4.11.9.10.2. All outdoor lighting in a Project shall comply with the following shielding provision: Direct light emitted by exterior luminaire shall not emit directly by a lamp, off a reflector, or through a refractor above a horizontal plane (90 degrees) through the fixture's lowest light-emitting part. Light from outdoor fixtures is prohibited from spilling into abutting single-family residential districts.
- 4.11.9.10.3. Prevention of light pollution. A Development Project within the District shall employ outdoor illuminating devices, lighting practices, and systems which will conserve energy while maintaining reasonable nighttime safety and security. All outdoor lighting in a Project, except those regulated by Federal, State, or municipal authorities, whether ground, pole, or wall-mounted, shall comply with the following provisions:
 - 4.11.9.10.3.1 Maximum height requirements are as defined in Section 4.11.9.13 Design Standards Summary Table.

- 4.11.9.10.3.2 The height of a light fixture shall be measured from the ground to the light emitting flat glass of the luminaire; pole height may be higher than this light-emitting height.
- 4.11.9.10.3.3 If the Sidewalk includes street trees, locate streetlights between the trees so that the tree canopy does not interfere with illumination coverage.
- 4.11.9.10.3.4 Street poles and lighting fixtures shall be dark in color to reduce light reflectivity.
- 4.11.9.10.3.5 Shielding. Direct light emitted by an outdoor light fixture shall not emit directly by a lamp, off a reflector or through a refractor above a horizontal plane through the fixture's lowest light-emitting part.
- 4.11.9.10.3.6 All light fixtures shall emit a steady and constant light and shall not emit a flashing or irregular light, unless specifically required by Federal, State, or municipal authorities.
- 4.11.9.10.3.7 Prohibited light sources.
 - 4.11.9.10.3.7.1. Mercury vapor and quartz lamps. For the purposes of these Design Standards, quartz lamps shall not be considered an incandescent light source.
 - 4.11.9.10.3.7.2. Laser source light. The use of laser source light or any similar high-intensity light for outdoor advertising, when projected above the horizontal, is prohibited.
 - 4.11.9.10.3.7.3. Searchlights. The operation of searchlights is prohibited.
 - 4.11.9.10.3.7.4. Internally lit signs and flashing signs, including neon signs, are prohibited.
 - 4.11.9.10.3.7.5. Metal halide lighting. All outdoor light fixtures utilizing a metal halide lamp or lamps shall be shielded and filtered. Filtering using quartz glass does not meet this requirement.
- 4.11.9.10.3.8 Exemptions.
 - 4.11.9.10.3.8.1. Fossil fuel light. All outdoor light fixtures producing light directly by the combustion of natural gas or other fossil fuels are exempt from all requirements of this By-Law.
 - 4.11.9.10.3.8.2. Other light sources. All outdoor light fixtures using an incandescent lamp or lamps of 150 watts or less are exempt from all requirements of this bylaw. All outdoor light fixtures using any lamp or lamps of 50 total watts or less are

- exempt from all requirements of these Design Standards.
- 4.11.9.10.3.8.3. Specialty lights. Alternative outdoor light fixtures may be allowed if it is found that the fixture's design and appearance are superior, significant light pollution will not be created, and glare is minimal.
- 4.11.9.10.4. Exterior Light Timing. Exterior lighting may be controlled by a photo sensor or time switch that automatically reduces light levels, decreasing light levels during nighttime hours while still maintaining necessary security lighting.
- 4.11.9.10.5. Light levels shall meet or exceed the minimum design guidelines defined by the Illuminating Engineering Society of North America (IESNA).
- 4.11.9.11. Exterior Signs.
- 4.11.9.11.1. A Project may include one residential access sign not in excess of forty (40) square feet at each vehicular access point to the Project and one residential building sign not in excess of sixteen (16) square feet located flat against the wall of each residential building, subject to approval by Reading public safety officials.
- 4.11.9.11.2. Wayfinding Signs. Installation of small, externally illuminated wayfinding signs not to exceed two square feet in area per side is encouraged to assist visitors to locate sites of interest within the District. Wayfinding signs should not exceed seven (7) feet in height, and should be installed for the benefit of both automotive and pedestrian traffic.
- 4.11.9.11.3. Non-commercial flags are permitted within the District and shall not be regulated as signs.
- 4.11.9.11.4. In no case shall signage project above the roof line.
- 4.11.9.11.5. Signage must be externally lighted. The fixtures should either be decorative (such as goose-neck lights) or camouflaged. Wiring should be concealed within building molding and lines. Lighting should be mounted at an oblique angle to eliminate glare.
- 4.11.9.11.6. Prohibited Sign Types. Commercial signage is prohibited.
- 4.11.9.12. Buffering in Relation to Adjacent Properties.

- 4.11.9.12.1. Buffer from adjacent existing residential development. No building shall be located within one hundred (100) feet of a Single Family Residence District.
- 4.11.9.12.2. There shall be a landscaped buffer strip of a minimum width of thirty (30) feet along the full abutting length of a Single Family Residence District.
 - 4.11.9.12.2.1 The landscaped buffer shall have, at a minimum, a staggered double row of a 70%/30% mixture of evergreen/deciduous trees. Evergreen trees shall be a minimum of six (6) feet in height at the time of planting. Trunks of deciduous trees shall be a minimum of 3 inches caliper at the time of planting. Plant material shall be maintained in a healthy condition or replaced to attain required height. Buffer edge shall be planted a minimum of two (2) feet off of the property line abutting a residential district.
 - 4.11.9.12.2.2 In lieu of the requirements of Sec. 4.11.9.12.2.1, the Approving Authority may require construction of a combination of fencing, raised berm or berms and planted materials in the landscaped buffer strip in order to screen adjacent properties from visual impacts associated with automobiles and automobile headlights within the District. In their determination of the need for screening as it varies along the District boundary, the Approving Authority shall consider the preservation of existing vegetation and the anticipated visibility of buildings in the District from abutting properties, including whether such fencing, berm or berms, and planted materials will provide greater screening than the preservation of existing vegetation.

4.11.9.13. Design Standards Summary Table

	Circulation Road	Driveways	Paths	Village Green	Surface Parking
Dimensions	2 lanes, 26 Ft. maximum width plus parallel parking (20 Ft. max for one way)	2 lanes, 24 Ft. maximum (18 Ft. maximum for one-way driveway)	5' minimum width	15,000 sf minimum	Minimums: 9' x 18' typical. 8' x 22' parallel. 8' x 16' compact (30% maximum)
Curbing	Granite, concrete, bituminous concrete, and/or landscape swale.	Granite, concrete, bituminous concrete, and/or landscape swale.	None required.	Granite, concrete, bituminous concrete, and/or landscape swale.	Granite, concrete, bituminous concrete, and/or landscape swale.
On-Street Parking	Parallel parking allowed on one or both sides at 8 x 22 Ft. minimum	Parallel parking, head-in or angled parking permitted	N/A	None required on Village Green edge	N/A
Landscaping	Deciduous Trees, Evergreen Trees every 50 Ft. O.C. minimum Shrub Material. Plus Seasonal Plantings.		Deciduous Trees, Evergreen Trees, and/or Shrub Material. Plus Seasonal Plantings.	Deciduous Trees, Shrub Material, Street Furniture, and Seasonal Plantings.	Lots of 50-200 spaces must have 5% landscaped; 200 spaces or more must have 7% landscaped. All islands shall be minimum of 100 SF.
Sidewalk Width, Location	5 Ft. Minimum (One or Two Sides)		5 Ft. Minimum	5 Ft. Minimum	N/A
Sidewalk Material	Poured or bituminous concrete, crushed stone, stone dust or similar materials.	N/A	Poured or bituminous concrete, crushed stone, stone dust or similar materials.	Poured or bituminous concrete, crushed stone, stone dust or similar materials.	N/A

Height of Lighting Fixtures "Cut Off" to 90 degrees or less	18 Ft. maximum	18 Ft. maximum	18 Ft. maximum	18 Ft. maximum	25 Ft. maximum
Signage	Traffic, Wayfinding, Residential Access	Traffic, Wayfinding	Wayfinding	Wayfinding	Traffic, Wayfinding

4.11.10 Affordable housing.

4.11.10.1. Number of affordable units. Twenty percent (20%) of all Dwelling Units constructed in a Development Project shall be maintained as Affordable Units. Twenty-five percent (25%) of all rental Dwelling Units in a Development Project shall be Affordable Units provided, however, that this requirement may be satisfied if twenty percent (20%) of all rental Dwelling Units in a Development Project are priced for and made available to Eligible Households, Low Income in accordance with the requirements of this Section 4.11.10. In Development Projects in which all of the Dwelling Units are limited to occupancy by elderly persons and/or by persons with disabilities, twenty-five percent (25%) of the Dwelling Units shall be Affordable Units, whether the Dwelling Units are rental or ownership units.

4.11.10.2. Fractional Units. When the application of the percentages specified above results in a number that includes a fraction, the fraction shall be rounded up to the next whole number.

4.11.10.3. Affordable Units shall comply with the following requirements:

4.11.10.3.1. The monthly rent payment for an Affordable Rental Unit, including utilities and parking, shall not exceed thirty percent (30%) of the maximum monthly income permissible for an Eligible Household, assuming a Family size equal to the number of bedrooms in the unit plus one, unless other affordable program rent limits approved by DHCD shall apply;

4.11.10.3.2. For an Affordable Homeownership Unit the monthly housing payment, including mortgage principal and interest, private mortgage insurance, property taxes, condominium and/or homeowner's association fees, insurance, and parking, shall not exceed thirty percent (30%) of the maximum monthly income permissible for an Eligible Household, assuming a Family size equal to the number of bedrooms in the unit plus one; and

4.11.10.3.3. Affordable Units required to be offered for rent or sale shall be rented or sold to and occupied only by Eligible Households.

4.11.10.4. Design and construction.

4.11.10.4.1. Design. Affordable Units must be dispersed throughout a Development Project and be comparable in initial construction quality and exterior design to the Unrestricted Units. However, nothing in this section is intended to limit a homebuyer's rights to renovate a Dwelling Unit under applicable law. The Affordable Units must have access to all on-site amenities. Affordable Units shall be finished housing units; and

4.11.10.4.2. Timing. All Affordable Units must be constructed and occupied not later than concurrently with construction and occupancy of Unrestricted Units and, for Development Projects that are constructed and approved in phases. Affordable Units must be constructed and occupied in proportion to the number of units in each phase of the Development Project.

4.11.10.5. Unit mix. The total number of bedrooms in the Affordable Units shall, insofar as practicable, be in the same proportion to the total number of bedrooms in the Unrestricted Units.

4.11.10.6. Affordable housing restriction. Each Affordable Unit shall be subject to an Affordable Housing Restriction which is recorded with the Middlesex South District Registry of Deeds or the Middlesex South Registry District of the Land Court. The Affordable Housing Restriction shall provide for the implementation of the requirements of this Section 4.11. All Affordable Housing Restrictions must include, at minimum, the following:

4.11.10.6.1. Description of the Development Project, including whether the Affordable Unit will be rented or owner-occupied;

4.11.10.6.2. A description of the Affordable Homeownership Unit, if any, by address and number of bedrooms; and a description of the overall quantity and number of bedrooms and number of bedroom types of Affordable Rental Units in a Project or portion of a Project which are rental. Such restriction shall apply individually to the specifically identified Affordable Homeownership Unit and shall apply to a percentage of rental units of a rental Project or the rental portion of a Project without specific unit identification;

4.11.10.6.3. The term of the Affordable Housing Restriction shall be in perpetuity or the longest period customarily allowed by law but shall be no less than thirty (30) years;

4.11.10.6.4. The name and address of an Administering Agency with a designation of its power to monitor and enforce the Affordable Housing Restriction;

4.11.10.6.5. Reference to a housing marketing and resident selection plan, to which the Affordable Unit is subject, and which includes an

affirmative fair housing marketing program, including public notice and a fair resident selection process. The housing marketing and selection plan shall provide for local preferences in resident selection to the maximum extent permitted under applicable law. The plan shall designate the household size appropriate for a unit with respect to bedroom size and provide that preference for such unit shall be given to a household of the appropriate size;

- 4.11.10.6.6. A requirement that buyers or tenants will be selected at the initial sale or initial rental and upon all subsequent sales and rentals from a list of Eligible Households compiled in accordance with the housing marketing and selection plan;
- 4.11.10.6.7. Reference to the formula pursuant to which rent of a rental unit or the maximum resale price of a homeownership unit will be set;
- 4.11.10.6.8. A requirement that only an Eligible Household may reside in an Affordable Unit and that notice of any lease or sublease of any Affordable Unit to another Eligible Household shall be given to the Administering Agency;
- 4.11.10.6.9. Provision for effective monitoring and enforcement of the terms and provisions of the Affordable Housing Restriction by the Administering Agency;
- 4.11.10.6.10. Provision that the restriction on an Affordable Homeownership Unit shall run in favor of the Administering Agency and the Town of Reading, in a form approved by municipal counsel, and shall limit initial sale and re-sale to, and occupancy by, an Eligible Household;
- 4.11.10.6.11. Provision that the restriction on Affordable Rental Units in a rental Development Project or rental portion of a Development Project shall run with the rental Development Project or rental portion of a Development Project and shall run in favor of the Administering Agency and/or the municipality, in a form approved by municipal counsel, and shall limit rental and occupancy to an Eligible Household;
- 4.11.10.6.12. Provision that the owner(s) or manager(s) of Affordable Rental Unit(s) shall file an annual report to the Administering Agency, in a form acceptable to the agency, certifying compliance with the provisions of this By-Law and containing such other information as may be reasonably requested in order to ensure affordability;
- 4.11.10.6.13. A requirement that residents in Affordable Units provide such information as the Administering Agency may reasonably request in order to ensure affordability; and
- 4.11.10.6.14. Designation of the priority of the Affordable Housing Restriction over other mortgages and restrictions.

4.11.10.7. Administration.

4.11.10.7.1. Administering Agency. An Administering Agency for Affordable Units, which may be the Reading Housing Authority or other qualified housing entity, shall be designated by the Reading Board of Selectmen and shall ensure the following:

- 4.11.10.7.1.1 Priees of Affordable Homeownership Units are properly computed; rental amounts of Affordable Rental Units are properly computed;
- 4.11.10.7.1.2 Income eligibility of households applying for Affordable Units is properly and reliably determined;
- 4.11.10.7.1.3 The housing marketing and resident selection plan conforms to all requirements and is properly administered;
- 4.11.10.7.1.4 Sales and rentals are made to Eligible Households chosen in accordanee with the housing marketing and resident selection plan with appropriate unit size for each household being properly determined and proper preference being given; and
- 4.11.10.7.1.5 Affordable Housing Restrictions meeting the requirements of this section are recorded with the Middlesex South Distriet Registry of Deeds or the Middlesex South Registry Distriet of the Land Court.

4.11.10.7.2. Housing Marketing and Selection Plan. The housing marketing and selection plan may make provision for payment by the Project Applicant of reasonable costs to the Administering Agency to develop, advertise, and maintain the list of Eligible Households and to monitor and enforce complianee with affordability requirements.

4.11.10.7.3. Failure of the Administering Agency. In the ease where the Administering Agency cannot adequately carry out its administrative duties, upon certification of this fact by the Board of Selectmen or by the Department of Housing and Community Development, the administrative duties shall devolve to, and thereafter be administered by, a qualified housing entity designated by the Board of Selectmen or, in the absence of such designation, by an entity designated by the Department of Housing and Community Development.

4.11.11 Plan Review. The CPDC shall be the Approving Authority for Plan Approvals in the GSGD, and shall adopt and file with the Town Clerk administrative rules relative to the application requirements and contents for Plan Review. Such administrative rules and any amendment thereto must be approved by the Department of Housing and Community Development. The Plan Review proecess eneompasses the following:

4.11.11.1. Pre-application review. The Applicant is encouraged to participate in a pre-application review at a regular meeting of the Approving Authority. The purpose of the pre-application review is to minimize the Applicant's cost of engineering and other technical experts, and to obtain the advice and direction of the Approving Authority prior to filing the application. At the pre-application review, the Applicant shall outline the proposal and seek preliminary feedback from the Approving Authority, other municipal review entities, and members of the public. The Applicant is also encouraged to request a site visit by the Approving Authority and/or its designee in order to facilitate pre-application review.

4.11.11.2. Application procedures.

4.11.11.2.1. An application for Plan Approval shall be filed by the Applicant with the Town Clerk. A copy of the application, including the date of filing certified by the Town Clerk, as well as the required number of copies of the application, shall be filed forthwith by the Applicant with the Approving Authority. Application submissions must include a hard copy as well as an electronic copy in PDF or CAD format. Said filing shall include any required forms provided by the Approving Authority. As part of any application for Plan Approval for a Development Project, the Applicant must submit the following documents to the Approving Authority and the Administering Agency:

- 4.11.11.2.1.1 Evidence that the Development Project complies with the cost and eligibility requirements of Section 4.11.10;
- 4.11.11.2.1.2 Development Project plans that demonstrate compliance with the design and construction standards of Section 4.11.9; and
- 4.11.11.2.1.3 A form of Affordable Housing Restriction that satisfies the requirements of Section 4.11.10.

4.11.11.2.2. Review fees. The Applicant shall be required to pay for reasonable consulting fees to provide peer review of the application for the benefit of the Approving Authority. Such fees shall be held by the Town of Reading in an interest-bearing escrow account, and shall be used only for expenses associated with the use of outside consultants employed by the Approving Authority in reviewing the Plan application. Any surplus funds remaining after the completion of such review, including any interest accrued, shall be returned to the Applicant forthwith;

4.11.11.2.3. Upon receipt by the Approving Authority, applications shall be distributed to the Building Inspector, Fire Chief, Police Chief,

Board of Health, Conservation Commission, the Board of Selectmen, Housing Authority and the Department of Public Works. Any reports from these parties shall be submitted to the Approving Authority within sixty (60) days of filing of the application; and

- 4.11.11.2.4. Within thirty (30) days of filing of an application with the Approving Authority, the Approving Authority or its designee shall evaluate the proposal with regard to its completeness and shall submit an advisory report in writing to the Applicant certifying the completeness of the application. The Approving Authority or its designee shall forward to the Applicant, with its report, copies of all recommendations received to date from other boards, commissions or departments.

- 4.11.11.3. Public hearing. The Approving Authority shall hold a public hearing and review all applications according to the procedure specified in Section 11 of Chapter 40R of the General Laws and 760 CMR 59.04(1)(f) and shall, at the Applicant's expense, provide mailed notice of said hearing to all parties in interest in accordance with the procedures set forth in Section 11 of Chapter 40A of the General Laws.

- 4.11.11.4. Prior to the granting of any Plan Approval for a Development Project, the Applicant must demonstrate, to the satisfaction of the Administering Agency, that the method by which such affordable rents or affordable purchase prices are computed shall be consistent with state or federal guidelines for affordability applicable to the Town of Reading. Upon this finding, the Administering Agency must submit in writing to the Approving Authority that these affordability components of the Development Project are consistent with applicable state or federal guidelines for affordability.

- 4.11.11.5. Plan Approval decision.

- 4.11.11.5.1. The Approving Authority shall make a decision on the Plan application, and shall file said decision, together with the detailed reasons therefore, with the Town Clerk, within one hundred twenty (120) days of the date the application was received by the Town Clerk. The time limit for public hearings and taking of action by the Approving Authority may be extended by written agreement between the Applicant and the Approving Authority. A copy of such agreement shall be filed with the Town Clerk;
- 4.11.11.5.2. Failure of the Approving Authority to take action within one hundred twenty (120) days or extended time, if applicable, shall be deemed to be an approval of the application;
- 4.11.11.5.3. An Applicant who seeks approval because of the Approving Authority's failure to act on an application within the one

hundred twenty (120) days or extended time, if applicable, must notify the Town Clerk in writing of such approval, within fourteen (14) days from the expiration of said time limit for a decision, and that a copy of that notice has been sent by the Applicant to the parties in interest by mail and that each such notice specifies that appeals, if any, shall be made pursuant to Chapter 40R of the General Laws and shall be filed within twenty (20) days after the date the Town Clerk received such written notice from the Applicant that the Approving Authority failed to act within the time prescribed;

4.11.11.5.4. The Approving Authority's findings, including the basis of such findings, shall be stated in a written decision of approval, conditional approval or denial of the application for Plan Approval. The written decision shall contain the name and address of the Applicant, identification of the land affected and its ownership, and reference by date and title to the plans that were the subject of the decision. The written decision shall certify that a copy of the decision has been filed with the Town Clerk and that all plans referred to in the decision are on file with the Approving Authority;

4.11.11.5.5. The decision of the Approving Authority, together with the detailed reasons therefore, shall also be filed with the Board of Appeals and the Building Inspector. A copy of the decision shall be mailed to the owner and to the Applicant, if other than the owner, by the Approving Authority certifying that a copy of the decision has been filed with the Town Clerk and that all plans referred to in the decision are on file with the Approving Authority. A notice of the decision shall be sent to the parties in interest and to persons who requested a notice at the public hearing; and

4.11.11.5.6. Effective date. If twenty (20) days have elapsed after the decision has been filed in the office of the Town Clerk without an appeal having been filed or if such appeal, having been filed, is dismissed or denied, the Town Clerk shall so certify on a copy of the decision. If the application is approved by reason of the failure of the Approving Authority to timely act, the Town Clerk shall make such certification on a copy of the notice of application. A copy of the decision or notice of application shall be recorded with the title of the land in question in the Middlesex South District Registry of Deeds, and indexed in the grantor index under the name of the owner of record or recorded and noted on the owner's certificate of title. The responsibility and the cost of said recording and transmittal shall be borne by the owner of the land in question or the Applicant.

4.11.11.6. Criteria for approval. The Approving Authority shall approve the Development Project upon the following findings:

- 4.11.11.6.1. The Applicant has submitted the required fees and information as set forth in applicable regulations;
- 4.11.11.6.2. The proposed Development Project as described in the application meets all of the requirements and standards set forth in this Section 4.11 and applicable Design Standards, or a waiver has been granted therefrom; and
- 4.11.11.6.3. Any extraordinary adverse potential impacts of the Development Project on nearby properties have been adequately mitigated.

For a Development Project subject to the Affordability requirements of Section 4.11.10, compliance with Section 4.11.11.6.2. above shall include written confirmation by the Approving Authority that all requirements of that Section have been satisfied. Prior to the granting of Plan Approval for a Project, the Applicant must demonstrate, to the satisfaction of the Administering Agency, that the method by which such affordable rents or affordable purchase prices are computed shall be consistent with state or federal guidelines for affordability applicable to the Town of Reading.

- 4.11.11.7. Criteria for conditional approval. The Approving Authority may impose conditions on a Development Project as necessary to ensure compliance with the GSGD requirements of this Section 4.11 and applicable Design Standards, or to mitigate any extraordinary adverse impacts of the Development Project on nearby properties, insofar as such conditions are compliant with the provisions of Chapter 40R of the General Laws and applicable regulations and do not Unduly Restrict opportunities for development. The Approving Authority may require construction of an approved Development Project to be phased for the purpose of coordinating the Development Project with any mitigation required to address extraordinary adverse Development Project impacts on nearby properties and with the implementation of the infrastructure improvements by the party designated as responsible under the Infrastructure Letters.
- 4.11.11.8. Criteria for denial. The Approving Authority may deny an application for Plan Approval pursuant to this Section 4.11 of the By-Law only if the Approving Authority finds one or more of the following:
 - 4.11.11.8.1. The Development Project does not meet the requirements and standards set forth in this Section 4.11 and the applicable Design Standards;
 - 4.11.11.8.2. The Applicant failed to submit information and fees required by this Section 4.11 and necessary for an adequate and timely review of the design of the Development Project or potential Development Project impacts; or

- 4.11.11.8.3. It is not possible to adequately mitigate significant adverse Development Project impacts on nearby properties by means of suitable conditions.
- 4.11.11.9. Time limit. A project approval shall remain valid and shall run with the land indefinitely provided that construction has commenced within two (2) years after the decision issues, which time shall be extended by the time required to adjudicate any appeal from such approval. Said time shall also be extended if the project proponent is actively pursuing other required permits for the project or if there is good cause for the failure to commence construction, or as may be provided in an approval for a multi-phase Development Project.
- 4.11.11.10. Appeals. Pursuant to Section 11 of Chapter 40R of the General Laws, any person aggrieved by a decision of the Approving Authority may appeal to the Superior Court, the Land Court, or other court of competent jurisdiction within twenty (20) days after the Plan decision has been filed in the office of the Town Clerk.
- 4.11.11.11. Upon approval of a Development Project by the Approving Authority, but prior to construction, a pre-construction conference must be held with Town staff. Prior to first occupancy, a pre-Certificate of Occupancy meeting must be held with Town staff.
- 4.11.12 Waivers. The Approving Authority may authorize waivers with respect to the dimensional and other standards set forth in this Section 4.11 in the Plan Approval upon a finding that such waiver will allow the Development Project to achieve the affordability and/or physical character allowable under this By-Law. However, the Approving Authority may not waive any portion of the Affordable Housing requirements in Section 4.11.10 except insofar as such waiver results in the creation of a number of Affordable Units in excess of the minimum number of required Affordable Units.
- 4.11.13 Project Phasing. The Approving Authority, as a condition of any Plan Approval, may allow a Development Project to be phased for the purpose of coordinating the Development Project with any mitigation required to address any extraordinary adverse Development Project impacts on nearby properties and with the implementation of the infrastructure improvements by the party designated as responsible under the Infrastructure Letters.
- 4.11.14 Change in plans after approval by Approving Authority.
- 4.11.14.1. Minor Change. After Plan Approval, an Applicant may apply to make minor changes in a Development Project involving minor utility or building orientation adjustments, or minor adjustments to parking or other site details that do not affect the overall buildout or building envelope of the site, or provision of open space, number of housing

units, or housing need or affordability features. Such minor changes must be submitted to the Approving Authority on redlined prints of the approved plan, reflecting the proposed change, and on application forms provided by the Approving Authority. The Approving Authority may authorize such changes at any regularly scheduled meeting, without the need to hold a public hearing. The Approving Authority shall set forth any decision to approve or deny such minor change by motion and written decision, and provide a copy to the Applicant for filing with the Town Clerk.

4.11.14.2. Major Change. Those changes deemed by the Approving Authority to constitute a major change in a Development Project because of the nature of the change in relation to the prior approved plan, or because such change cannot be appropriately characterized as a minor change as described above, shall be processed by the Approving Authority as a new application for Plan Approval pursuant to this Section 4.11.

4.11.15 Fair Housing Requirement. All Development Projects within the GSGD shall comply with applicable federal, state and local fair housing laws.

4.11.16 Annual Update. On or before July 31 of each year, the Board of Selectmen shall cause to be filed an Annual Update with the Department of Housing and Community Development (DHCD) in a form to be prescribed by DHCD. The Annual Update shall contain all information required in 760 CMR 59.07, as may be amended from time to time, and additional information as may be required pursuant to Chapter 40S of the General Laws and accompanying regulations. The Town Clerk of the Town of Reading shall maintain a copy of all updates transmitted to DHCD pursuant to this By-Law, with said copies to be made available upon request for public review.

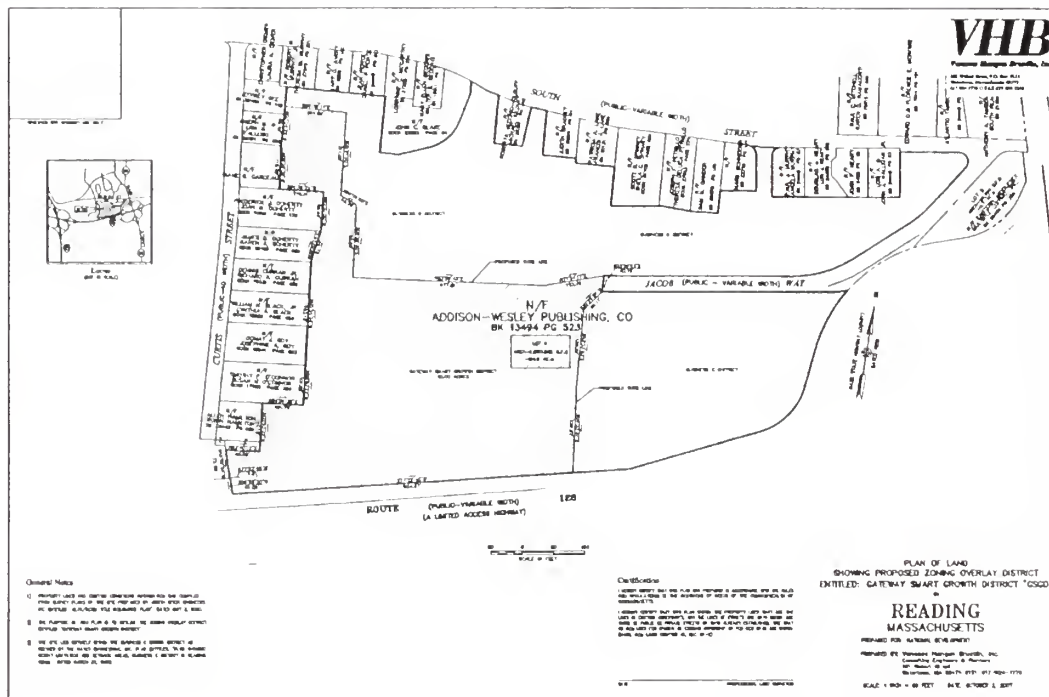
4.11.17 Notification of issuance of building permits. Upon issuance of a residential building permit within the GSGD, the Building Inspector of the Town of Reading shall cause to be filed an application to the Department of Housing and Community Development (DHCD), in a form to be prescribed by DHCD, for authorization of payment of a one-time density bonus payment for each residential building permit pursuant to Chapter 40R of the General Laws. The application shall contain all information required in 760 CMR 59.06(2), as may be amended from time to time, and additional information as may be required pursuant to Chapter 40S of the General Laws and accompanying regulations. The Town Clerk of the Town of Reading shall maintain a copy of all such applications transmitted to DHCD pursuant to this By-Law, with said copies to be made available upon request for public review.

4.11.18 Date of Effect. The effective date of this By-Law shall be the date on which such adoption is voted upon by Town Meeting pursuant to the requirements of Section 5 of Chapter 40A of the General Laws and

Chapter 40R of the General Laws; provided, however, that an Applicant may not proceed with construction pursuant to this By-Law prior to the receipt of final approval of this By-Law and accompanying Zoning Map by both the Department of Housing and Community Development and the Office of the Massachusetts Attorney General.

- 4.11.19 **Severability.** If any provision of this Section 4.11 is found to be invalid by a court of competent jurisdiction, the remainder of Section 4.11 shall not be affected but shall remain in full force. The invalidity of any provision of this Section 4.11 shall not affect the validity of the remainder of the Zoning By-Laws of the Town of Reading.

And voted to amend the Zoning Map of the Town of Reading as follows:



Community Planning and Development Commission

Presentation by Stephen Goldy

Ted Tye, Managing Partner of National Development, described the proposed plan for the site.

Scott Weiss, Vice President of National Development, gave a traffic and impact study presentation.

Angus Jennings of Concord Square Consultant gave presentation on Smart Growth Zoning.

Peter Hechenbleikner, Town Manager gave slide presentation on Reading's affordable housing status.

ARTICLE 4 – On Motion by Ronald D'Addario, Precinct 6, it was moved to amend Article 4 by adding the following to the end of Section 4.11.9.1.5: The project will meet LEED's (Leadership, Energy, and Environmental Development) minimum rating of "certifiable".

Motion did not carry.

ARTICLE 4 – On Motion by William C. Brown, Precinct 8, it was moved under Article 4 to have a roll call vote to table Article 4 and vote on Article 5.

Motion for roll call vote did not carry.

On original motion:

2/3 Vote required
122 voted in the affirmative
11 voted in the negative

ARTICLE 5 – On motion by David Tuttle, Secretary of Community Planning and Development it was voted to amend the Zoning By-Laws as follows:

1. Amend Section 2.0 Definitions, by adding the following new definition:

2.2.2.28.1 Senior Independent Living: A facility that provides dwelling units for residents over the age of 55, with no permanent residents under the age of 18, in a single or multiple buildings or in separate townhouses or cottages, and may include common areas for the use of residents.

2. Amend Section 4.2.2 Table of Uses, in the column for Business C District as follows:

Apartment – Delete "NO" and substitute "NO^A" and add at the end of the Table of Uses: "A" Townhouses shall be permitted in the Business C District.

Nursing Home – Delete "NO" and substitute "YES^B" and add at the end of the Table of Uses: "B" Nursing Home and Senior Independent Living shall be permitted in the Business C District.

The revised 4.2.2. Table of Uses showing the two above changes is shown below. The modified portions of the table are in bold text and are not shaded. (The shaded portions are shown for reference only.)

4.2.2. Table of Uses

PRINCIPAL USES	RES	RES	RES	BUS	BUS	BUS	IND
	S-15	A-40	A-80	A	B	C	
	S-20						
	S-40						
Residential Uses							
Apartment	No	Yes	Yes	Yes	No	NO ^A	No
Public and Quasi-Public Uses							
Nursing Home	SPA	SPA	No	SPA	SPA	Yes ^B	No
<p>* Planned Unit Development may be permitted only within a PUD Overlay District on the Zoning Map.</p> <p>** Planned Residential Development may be permitted only within a PRD Overlay District which may exist only in an S-15, S-20, S-40 or A-40 or A-80 underlying Zoning District on the Zoning Map.</p> <p>*** Adult Uses may be permitted only in the Industrial District by Special Permit granted by the Board of Appeals according to the requirements of Section 4.3.4.**** May be permitted only within a State-owned Interstate highway right-of-way.</p> <p>**** May be permitted only within a State-owned Interstate highway right-of-way.</p> <p>**** Mixed Use Overlay may be permitted only in the Downtown Business B District, principally traversed by Main and Haven Streets.</p> <p>A Townhouses shall be permitted in the Business C District.</p> <p>B Nursing Home and Senior Independent Living shall be permitted in the Business C District.</p>							

3. Amend Section 5.3.1.4. by adding a new sub-section 5.3.1.4.d. as follows:

- d. Maximum Allowable Development – Senior Housing and Townhouses. The plan entitled: “Business C Planning Subdistricts”, dated October 2, 2007, on file with the Building Inspector and the Town Clerk, and incorporated herein by reference, establishes four (4) Planning Subdistricts within the Business C District. Townhouses shall only be permitted within Planning Subdistrict A and shall be limited to no more than 16 units. Senior independent living and/or nursing home units shall only be permitted in Planning Subdistricts B and D, provided that (a) no more than 160 units shall be permitted in any Planning Subdistrict, (b) no more than 310 units shall be permitted within the entire Business C District, and (c) no more than two (2) Planning Subdistricts may contain senior independent living and/or nursing home units. Furthermore, except as provided herein, no office or other allowed uses shall be permitted in a Planning Subdistrict as a principal use if there are senior independent living and/or nursing home units in such Planning Subdistrict. In order to encourage a mix of uses within a Planning Subdistrict that also contains senior independent living and/or nursing home units, up to 1000 square feet of office or other allowed principal uses shall be permitted for each senior independent living and/or nursing

home unit less than 160 units that is not constructed within a Planning Subdistrict. For example, a Planning Subdistrict could contain 120 senior independent living and/or nursing home units and up to 40,000 square feet of office or other allowed principal uses. Further, the boundaries of a Planning Subdistrict may be modified by the CPDC based upon Site Plan Review applications submitted by the landowner or its agents for proposed developments within the Business C District.

4. Amend Section 5.3.1.4 by adding a new sub-section 5.3.1.4.e. as follows:
 - e. For purposes of determining compliance with the foregoing requirements and the height limitation in Table 5.1.2, all such setbacks and buffer areas shall be measured from the boundary line between the Business C District and the adjoining Residence S-20 District and the Residence S-15 District.
5. Amend Section 6.1.1.3, Off-Street Parking and Loading/Unloading Requirements, as follows:

In the Principal Use column, add “Senior Independent Living” to “Lodging Houses, Hotels, Motels and Tourist Homes” and in the Principal Use column, add “Townhouse” to “Townhouse Development” so that the entire entry in the Table of Off-Street Parking and Loading/Unloading Requirements would read as follows: (The modified portions of the table are in bold text and are not shaded. The shaded portions are shown for reference only.):

6.1.1.3. <u>Off-Street Parking and Loading/Unloading Requirements:</u>		
Principal Use	Minimum Number of Off-Street Parking Spaces Required	Minimum Number of Off-Street Loading and Unloading Spaces Required
Lodging Houses, Hotels, Motels, Tourist Homes, and Senior Independent Living	Two spaces plus one space for each separate rental unit used for such purposes.	One space if 0-100,000 square feet of gross floor area; two spaces if 100,001-150,000 square feet of gross floor area; three spaces if 150,001-300,000 square feet of gross floor area; four spaces if over 300,000 square feet of gross floor area, plus one space for each additional 150,000 square feet of gross floor area over 450,000.

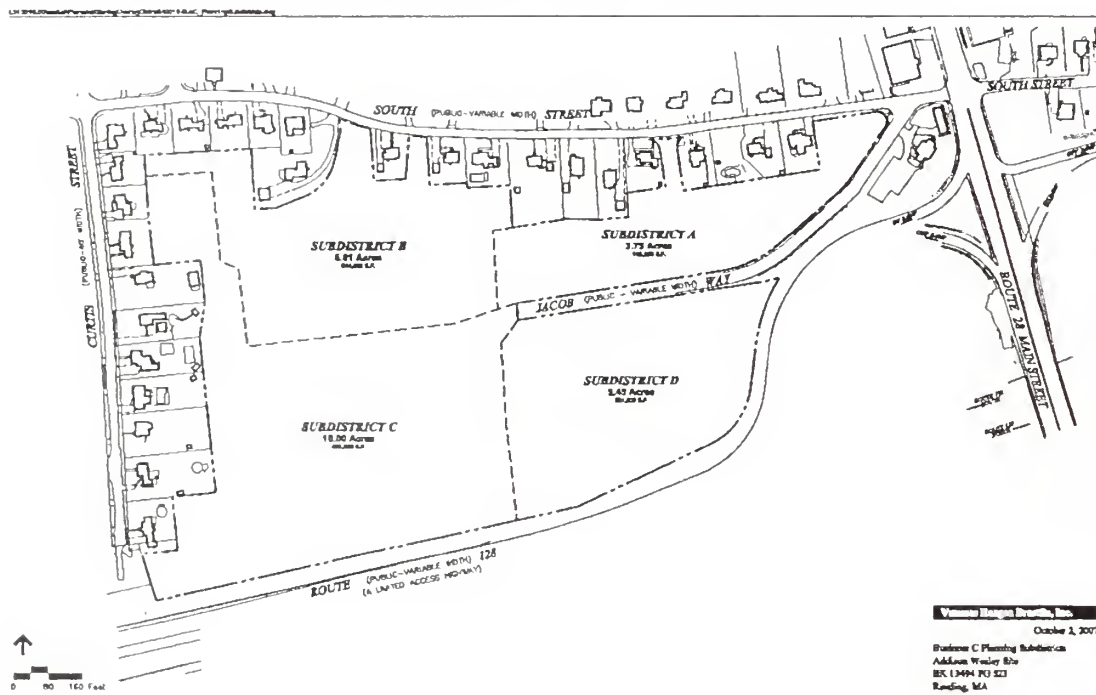
Townhouse and Townhouse Development	Two spaces for each dwelling unit	None
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6. Amend Section 4.3.3., Site Plan Review, by adding a new Section 4.3.3.12.3 as follows:

4.3.3.12.3 Waiver of Parking, Loading Space and Related Design Requirements in the Business C District.

Upon the applicant's request and submission of supporting documentation, the Community Planning and Development Commission may waive or reduce the requirements under Section 6.1.1.3 and Section 6.1.2, provided there is no adverse impact in the areas described in Section 4.3.3.6.

And voted to amend the Zoning Map of the Town of Reading as follows:



ARTICLE 5 – On Motion by Mary Ellen O’Neill, Precinct 6, it was moved to amend Article 5 to strike from Section 2.2.2.28.1 definition of senior independent living the phrase “with no permanent residents under the age of 18”.

Motion did not carry.

ARTICLE 5 – On Motion by David O’Sullivan, Precinct 2, it was moved to amend Article 5 by changing Section 5.3.1.4.d: Line 7 – eliminate the words “and D” after

Planning Subdistricts; Line 8 – change 310 units to 160 units; and Line 10 – change “than two (2)” to one (1).

Motion did not carry.

On original motion:

2/3 Vote required
113 voted in the affirmative
7 voted in the negative

ARTICLE 2 – On instructional motion by Ronald M. D’Addario, Precinct 6, it was moved that the developer will work with Advisory Committee for Cities for Climate Protection to meet LEED requirements for certifiability.

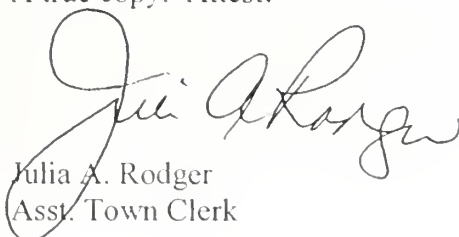
Motion did not carry.

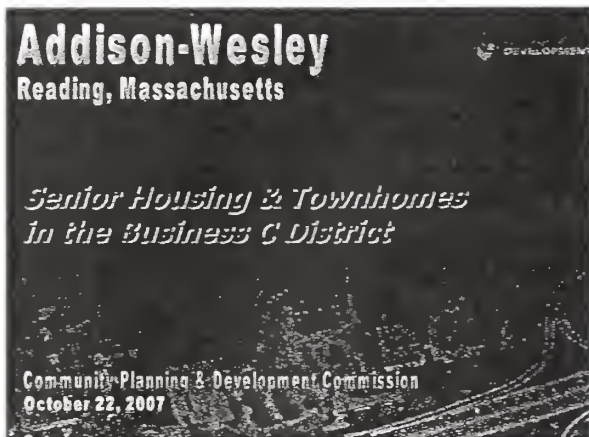
On Motion by James E. Bonazoli, Chairman of the Board of Selectmen, it was moved to adjourn this Special Town Meeting sine die.

Meeting adjourned at 11:26 p.m.

141 Town Meeting Members were present.

A true copy. Attest:


Julia A. Rodger
Asst. Town Clerk



<h3>Business C District</h3> <ul style="list-style-type: none"> Currently Allows Office & Hotel Addison-Wesley Site is the only Business C District in Reading 	<p>Addison-Wesley Site Re-Development</p>
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<h3>Business C District</h3> <ul style="list-style-type: none"> Currently Allows Office & Hotel Addison-Wesley Site is the only Business C District in Reading 	<p>Addison-Wesley Site Re-Development</p>
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<h3>Overview</h3> <ul style="list-style-type: none"> Allow Senior Housing & Townhomes Keep all other Business C dimensional controls the same Work within the Town's Zoning Bylaw & minimize changes Density controlled by Business C dimensional controls and limits contained in bylaw 	<p>Addison-Wesley Site Zoning Changes</p> <p>Reading, MA</p>
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<h3>Overview</h3> <ul style="list-style-type: none"> Changes to Business C District <ol style="list-style-type: none"> Definitions Table of Uses Maximum Density Internal Setbacks Parking & Loading Site Plan Review 	<p>Addison-Wesley Site Zoning Changes</p> <p>Reading, MA</p>
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<h3>1. Definitions</h3> <ul style="list-style-type: none"> Townhouses Senior Housing includes: <ul style="list-style-type: none"> Senior Independent Living (55 and older) Assisted Living Nursing Care 	<p>Addison-Wesley Site Zoning Changes</p> <p>Reading, MA</p> <p>Already Included in "Nursing Home"</p>
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1. Definitions

Addison-Wesley Site
Zoning Changes
Reading, MA

- Townhouses
- Senior Housing includes:
 - Senior Independent Living (55 and older)

2.2.28.1 **Senior Independent Living:** A facility that provides dwelling units for residents over the age of 55, with no permanent residents under the age of 18, in a single or multiple buildings or in separate townhouses or cottages, and may include common areas for the use of residents

2. Table of Uses

Addison-Wesley Site
Zoning Changes
Reading, MA

- Townhouse
 - Not listed as a separate use
 - Add as footnote to "Apartment" Use

A.2.2. Table of Uses							
PRINCIPAL USES	RES S-15 S-20 S-40	RES A-40 A-80	RES A-80	BUS A	BUS B	BUS C	IND
Apartment	No	Yes	Yes	Yes	No	No ^A	No
A Townhouses shall be permitted in the Business C District							

2. Table of Uses

Addison-Wesley Site
Zoning Changes
Reading, MA

- Senior Housing
 - Not listed as a separate use
 - Nursing Home is listed
 - Allow Nursing Home with footnote for Senior Independent Living

A.2.2. Table of Uses							
PRINCIPAL USES	RES S-15 S-20 S-40	RES A-40	RES A-80	BUS A	BUS B	BUS C	IND
Nursing Home	SPA	SPA	No	SPA	SPA	Yes ^B	No
B Nursing Home and Senior Independent Living shall be permitted in the Business C District							

3. Maximum Density

Addison-Wesley Site
Zoning Changes
Reading, MA

- Limit total development density for Senior Housing and Townhouses
- Restrict to areas outside of 40R Overlay
- Encourage a mix of uses

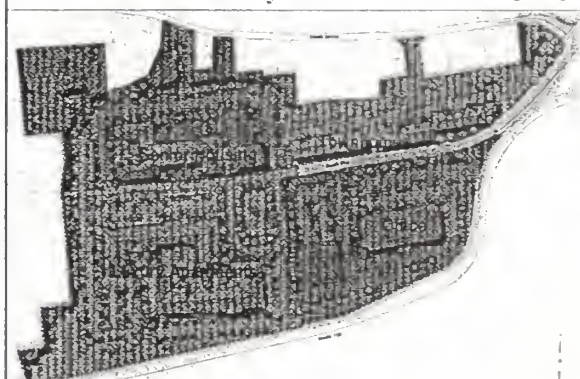
3. Maximum Density

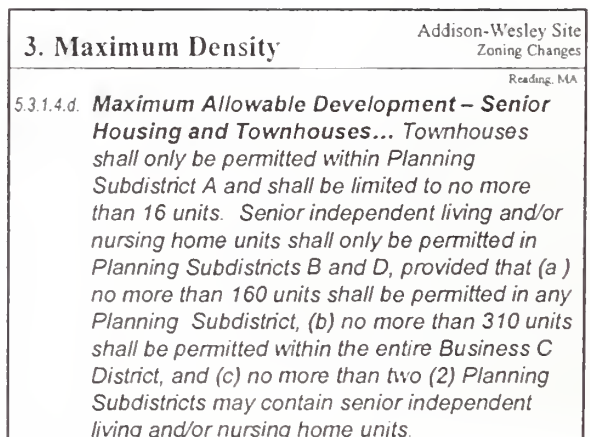
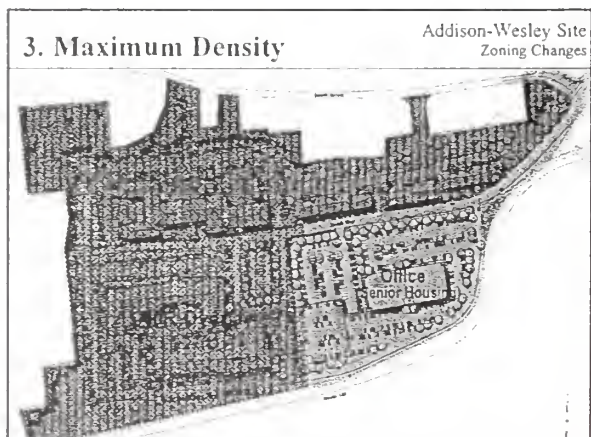
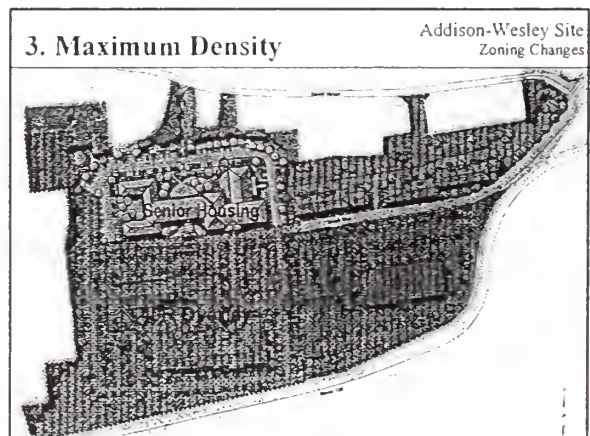
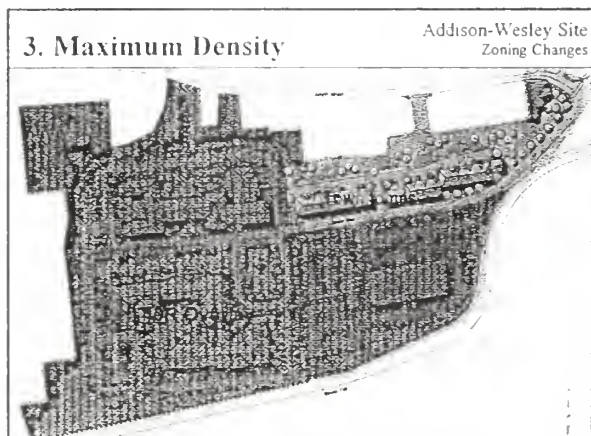
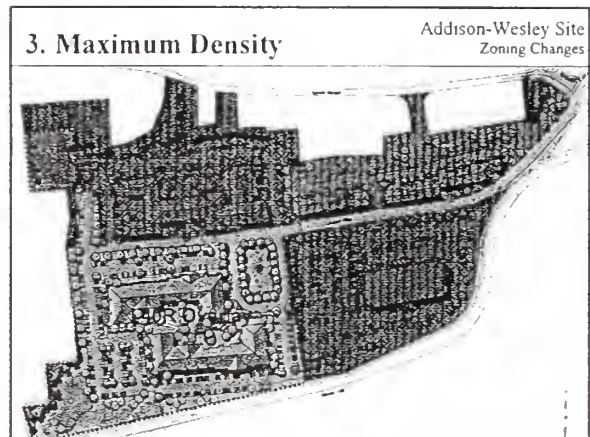
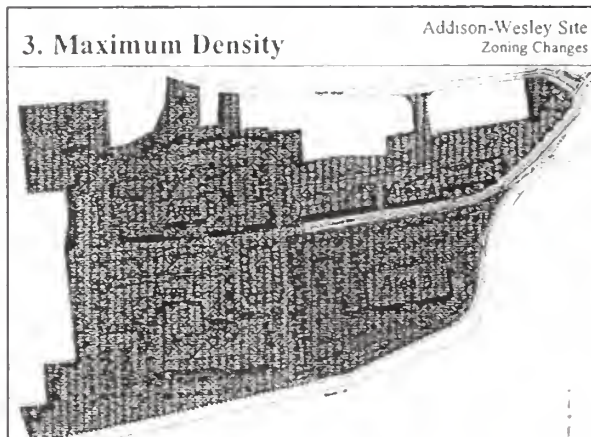
Addison-Wesley Site
Zoning Changes



3. Maximum Density

Addison-Wesley Site
Zoning Changes





3. Maximum Density

Addison-Wesley Site
Zoning Changes
Reading, MA

5.3.1.4.d **Maximum Allowable Development – Senior Housing and Townhouses...** In order to encourage a mix of uses within a Planning Subdistrict that also contains senior independent living and/or nursing home units, up to 1000 square feet of office or other allowed principal uses shall be permitted for each senior independent living and/or nursing home unit less than 160 units that is not constructed within a Planning Subdistrict.

4. Internal Setbacks

Addison-Wesley Site
Zoning Changes
Reading, MA

- Keep all current "Special Case" setbacks in place for property abutting Business C District
- Allow property within Business C District to be integrated

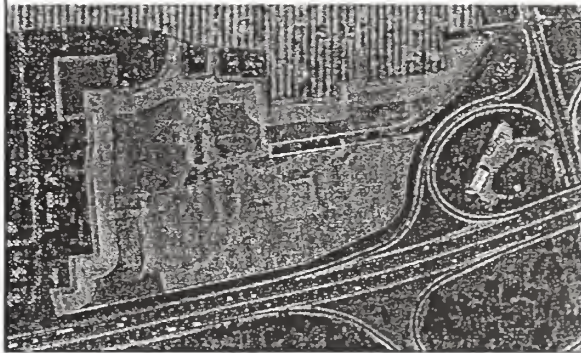
4. Internal Setbacks: Existing Setbacks

Addison-Wesley Site
Zoning Changes
Reading, MA



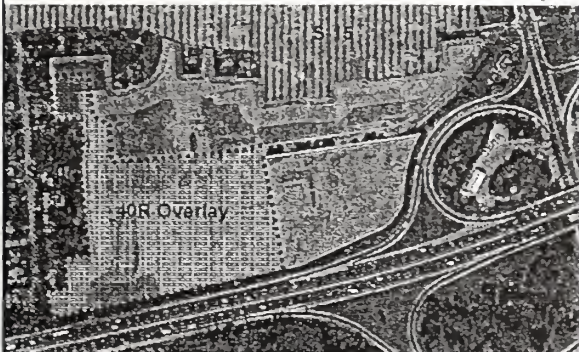
4. Internal Setbacks

Addison-Wesley Site
Zoning Changes
Reading, MA



4. Internal Setbacks

Addison-Wesley Site
Zoning Changes
Reading, MA



4. Internal Setbacks

Addison-Wesley Site
Zoning Changes
Reading, MA

- Keep all current "Special Case" setback in place for property abutting Business C District
- Allow property within Business C District to be integrated

5.3.1.4.e For purposes of determining compliance with the foregoing requirements and the height limitation in Table 5.1.2, all such setbacks and buffer areas shall be measured from the boundary line between the Business C District and the adjoining Residence S-20 District and the Residence S-15 District.

5. Parking & Loading			Addison-Wesley Site Zoning Changes Reading, MA
Principal Use	Minimum Number of Off-Street Parking Spaces Required	Minimum Number of Off-Street Loading and Unloading Spaces Required	
Lodging Houses, Hotels, Motels, Tourist Homes and Senior Independent Living	Two spaces plus one space for each separate rental unit used for such purposes	One space if 0-100,000 square feet of gross floor area, two spaces if 100,001-150,000 square feet of gross floor area, three spaces if 150,001-300,000 square feet of gross floor area, four spaces if over 300,000 square feet of gross floor area, plus one space for each additional 150,000 square feet of gross floor area over 450,000 square feet of gross floor area	

5. Parking & Loading		Addison-Wesley Site Zoning Changes Reading, MA
<ul style="list-style-type: none"> Use Existing Nursing Home Requirements Add "<i>Senior Independent Living</i>" to existing "<i>Lodging Houses, Hotels, Motels and Tourist Homes</i>" Requirements Add "<i>Townhouse</i>" to existing "<i>Townhouse Development</i>" Requirements 		

5. Parking & Loading			Addison-Wesley Site Zoning Changes Reading, MA
Principal Use	Minimum Number of Off-Street Parking Spaces Required	Minimum Number of Off-Street Loading and Unloading Spaces Required	
Townhouse and Townhouse Development	Two spaces for each dwelling unit	None	

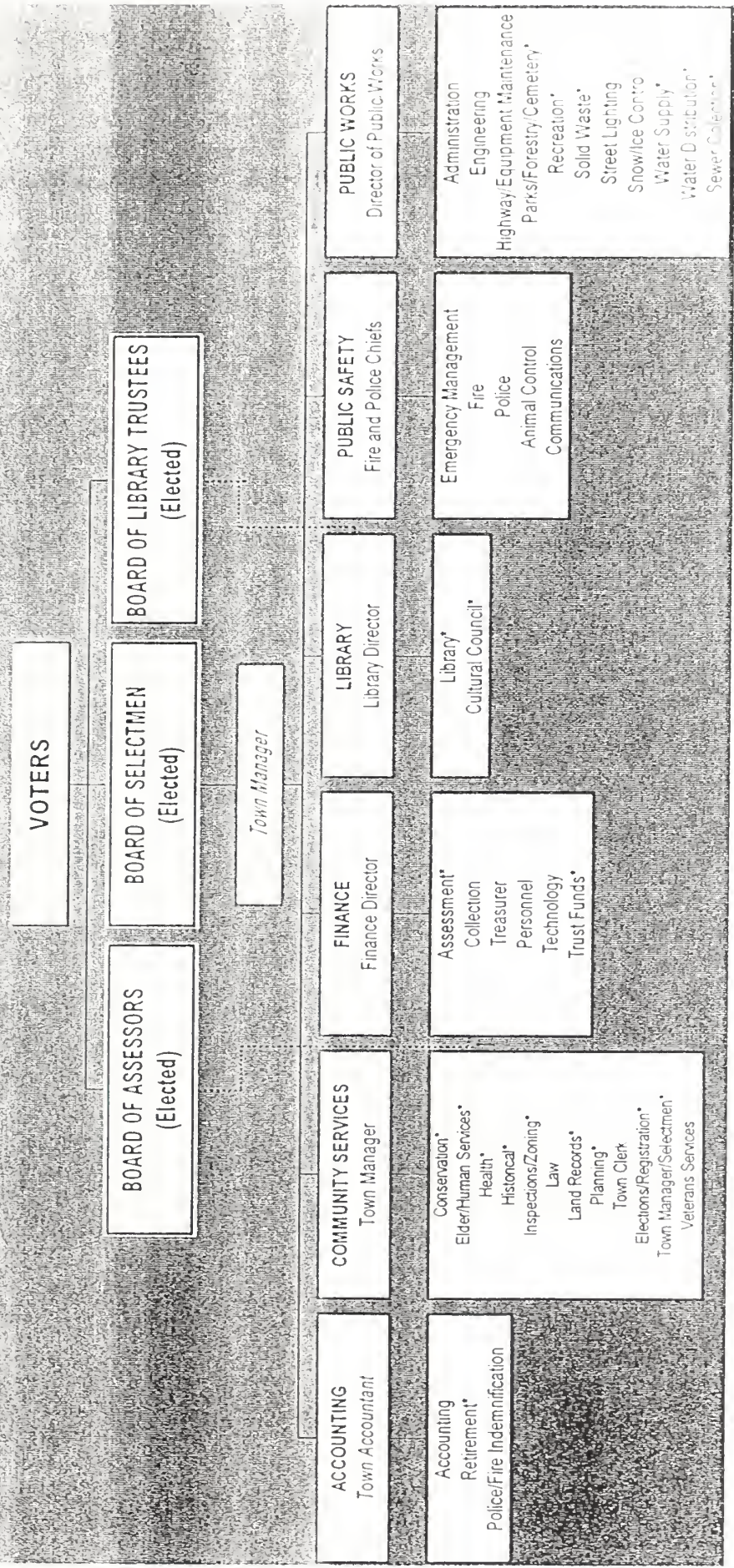
6. Site Plan Review		Addison-Wesley Site Zoning Changes Reading, MA
<ul style="list-style-type: none"> Provide CPDC greater flexibility on parking & loading 		
<p>4.3.3.12.3 <u>Waiver of Parking, Loading Space and Related Design Requirements in the Business C District</u>. Upon the applicant's request and submission of supporting documentation, the Community Planning and Development Commission may waive or reduce the requirements under Section 6.1.1.3 and Section 6.1.2, provided there is no adverse impact in the areas described in Section 4.3.3.6, or take any other action with respect thereto.</p>		



TOWN OF READING

TABLE OF ORGANIZATION

EXECUTIVE BRANCH



Italics – designates positions appointed by the Board of Selectmen

* - designates an elected or appointed Board, Committee, or Commission that works with that Division

Dashed Line indicates a relationship between an elected Board and the Department or Division

Note – The Town Manager is the acting Department Head of Community Services until a Department Head is assigned

A center for the community

The Reading Public Library is at its heart a place of education. It is essential to an informed, literate, self-governing society. People need public libraries for many reasons throughout their lives, and libraries must be open, free and available. Libraries need people as much as people need libraries! We count on our friends and neighbors for our daily business, for the questions and special requests, for the good company and good will, and for the support we enjoy everyday.

Reading residents showed their support for the Library in many ways in 2007 with gifts, memorial donations, legacies, volunteer activities, through membership in the Friends and contributions to the Foundation, and service on Boards and Committees. To every one of you, Trustees, Foundation Board, Friends, volunteers, to all our “regulars,” from the gentleman who donates \$1.00 every time he comes in, to the folks who bring cookies and more, to our corporate sponsors, neighbors, friends, benefactors large and small, governing bodies and good citizens of Reading, we thank you for making the Library the heart of this community!



Services

Circulation of books and a-v materials in 2007 were 380,293 – that’s over 16 books for every person of every age in Reading.

88% of Reading residents visited the Library within the past year.

Of those 17,930 registered borrowers:

- 75% visit at least once a month or more;
- 93% borrowed a printed book;
- 50% read a magazine or newspaper in the Library;
- 57% of people without children under 18 used reference materials in the Library;
- 23% used a computer in the Library, for some use other than the Library catalog.

In 2007, attendance at children's programs at the Reading Public Library was 16,992. Children came to story hours, writing programs, reading-based activities, science workshops, singing and nursery rhyme sessions, and 1236 of them read books during the Summer Reading Program.



134 students joined the Teen "Get Graphic" Summer Reading Program and collectively read 562 books. Our sixth Annual Summer Reading Program for adults garnered 500 entries!

Lifelong Learning



English at Large Award for Community Languages

Our librarians are engaged everyday in adult life-long learning activities, advising adult readers on good tools to meet their personal and educational needs. The Library presents author visits and film discussions and programs for adults to help people plan for retirement, use the Internet effectively, and figure out how their new “gizmo” works. Invited speakers discuss topics in health care, travel and personal finance. Librarians provide onsite one-on-one computer assistance, and run a highly successful ongoing program that matches teen volunteers with adults seeking help with computers. This innovative program provides teens with community service opportunities, and adults and senior citizens opportunities to get to know individual teens in a mutually beneficial relationship.

Teaching

Our librarians are teachers! Every librarian employed by the Reading Public Library holds an MLS degree and is engaged in one form of teaching or another – showing people how to use Library resources and do research, instructing in technology, helping parents develop skills to work with their toddlers on reading-readiness, and continuing parent and student support through elementary, middle and high school.

Homework Help

The Library offers a large selection of homework help for students both in the Library and online. Librarians know it’s not enough to offer a service, they spend hours each day teaching people of all ages how to use the resources available in our information-rich world.



Our librarians use every day ongoing teaching and outreach opportunities like PTO visits, Library tours, programming and, most of all, the “I need it now” opportunities to teach. They create finding aids and pocket postcard guides on selected subjects for people to take home for simple future reference.

Our librarians know it’s not all about the homework. We teach students how to locate and use the best information for maintaining a full healthy life style, dealing with challenging situations and looking at future opportunities.



Cooperation with Schools

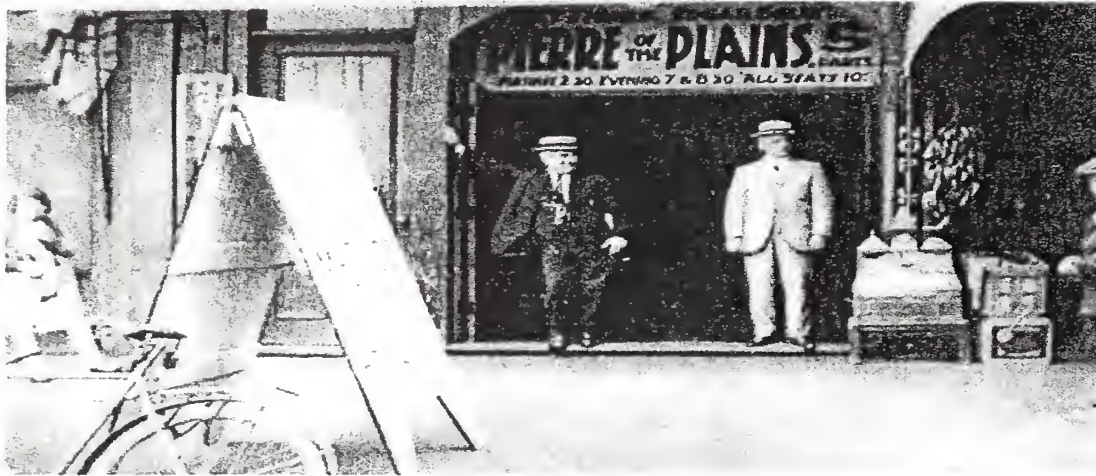
Our librarians work with school librarians throughout Reading schools to develop cooperative programs such as author visits and provide curriculum support. Reading school and public librarians collaborate on student reading lists, creative writing and essay contests, and special reading events.



Our librarians also teach the teachers through in-school demonstrations and tutorials on Library resources.

Digital image projects

The Digital Commonwealth is a statewide project that will ultimately serve as a gateway to collections of digital images provided by libraries, museums, archives and other cultural institutions. In 2007, we cataloged and entered 79 historical Reading photographs into our web catalog. The Reading Public Library received a grant to digitize the Library's photograph collection from the Reading Celebration Trust, as a follow onto the successful project with the Murphy Postcard Collection completed in late 2006. Recently, the Murphy Collection has become part of the Digital Commonwealth. The photograph collection will follow, as will all of our digital collection, as it is cataloged.



Reading Theatre in the Square, 1914

Children's Division Highlights – 2007

To provide better public service, we added extra convenience to the Library experience for busy parents. These innovations included:

- Drop-in Storytimes Series – A new popular option which takes away the need for customer pre-planning and registration.
- The Backpack Express – Backpacks full of pre-selected picture books on popular themes like Princesses and Trucks. Thanks to the Reading Co-Operative Bank who helped make this project possible.
- Children's Book Review Blog - Find out about the latest titles recommended by the Children's Room staff through this new link on the Library's website. Reserve the title online and submit your thoughts on the blog!

To provide better access to popular media, there's a new more inviting area for the DVDs and CDs, and we have increased selections in these areas. Thanks in part to the popularity of Harry Potter and our MAGIC Summer Reading Program, children's material circulation increased 3% this year to a record 142,805 circulations!

"Extreme Makeover" – Library Style: Our low-budget, energy conscious makeover project began this year with the installation of cellular shades, painting of reusable bookshelves, some new computers and monitors, new wooden chairs and computer stools, and work toward repainting of the entire room with low-VOC paint plus re-carpeting with low-VOC carpet which utilizes a less toxic adhesive and reuses the old carpeting as padding.



313 children's programs (storytimes, singalongs, science and theater presentations) were presented throughout the year - that's more than one for every day that the Library was open in 2007!

Community Survey

The Reading Public Library contracted with Library Survey Consultants of Highland Park, Illinois to conduct a comprehensive community survey of Library satisfaction and services in May 2007. The survey was mailed to every resident in Reading. 1,734 usable questionnaires were returned – a 20% response rate that guarantees a high level of validity and reliability to the information gathered.



Mailing the Community Survey

Findings

The consultants concluded, based on comparative data, that the community holds the Reading Public Library in high regard:

- High level of users (almost 90% of residents);
- High opinion of Library (over 90% positive);
- Patrons have high levels of satisfaction (99% satisfied).

Features

When asked to rate 19 different Library features, the most highly rated features were: Staff, Interlibrary Loan and Children's Programs.

Another conclusion drawn through the survey is that residents with children are the key segment to address in the long-range plan. These patrons

- Use a variety of services at high levels (books, AV, children's program);
- Have high interest in using online Library services;
- Strongly interested in convenience features, children's materials, all AV selection, family/child oriented programming.



"Meeting their needs is critical for continued satisfaction with and support of the Reading Public Library."

Families

The survey emphasized that parents of young children will increasingly drive usage of the Library, and are a major audience for all Library services, especially those related to broad educational objectives.

- 58% of families participated in a children's program within the year;
- 55% of Reading residents with younger children are strongly interested in attending information programs on parenting;
- 45% are interested in Saturday story times (not currently offered);
- 46% in an after-school library club that would meet weekly or monthly (not currently offered).



This data demonstrates increasing demands for Library programs. (In fact, children's program attendance was 16,992 and children's circulation was 136,250, both the highest in NOBLE network per capita. Source: MBLC reports FY 2006)

Time-pressed families also expressed interest in convenience features like a drive up book drop that they could use to return Library materials when the Library is closed, and self-check out stations that would supplement, not replace, staffed service desks. (Funding for these items is requested in the latest capital plan.)



Adults

Adults, particularly people who use the Library heavily (33+ visits year), expressed strong interest in Library programs. The Library requested a program budget from the Town for the first time in FY 2009 to begin to fully integrate programming for all ages into the strategic plan.

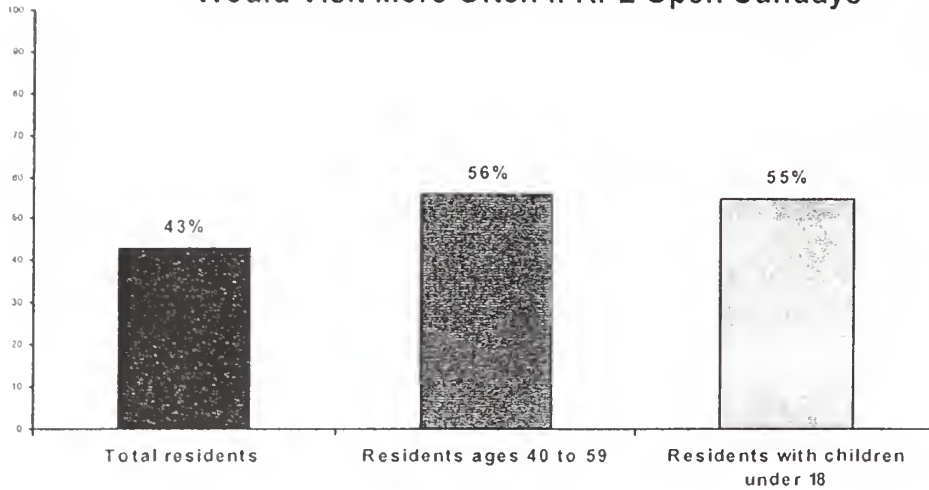


The Reading Public Library serves a broad spectrum of Reading's citizens. Many of the 17,930 Library card holders visited the Library more than once a month last year, and 93% of them borrowed at least one book in 2007! Most borrowed more.

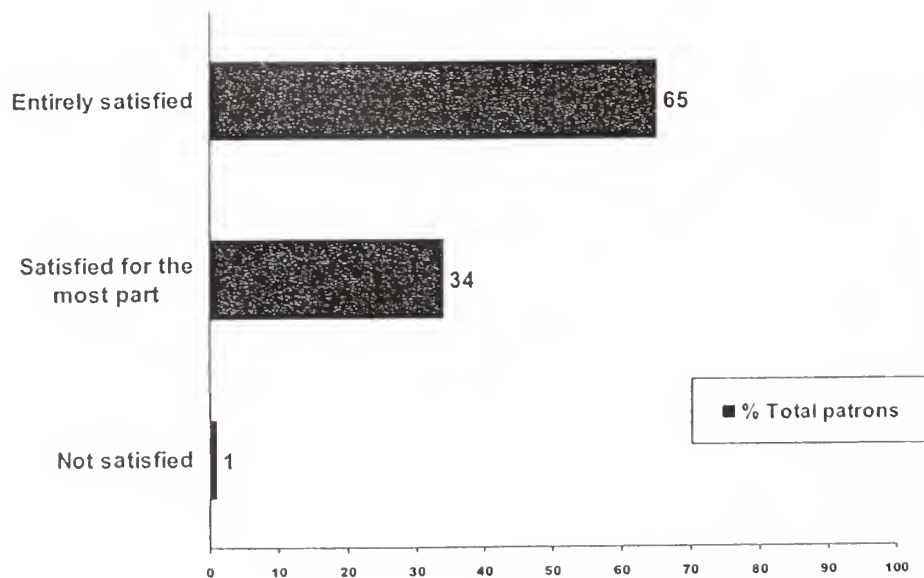
Hours

Residents were asked to evaluate the importance of the Library being open Thursday morning and/or Sunday afternoons, both times the Library is currently closed. The results were loud and clear - **Reading residents want the Library to be open on Sundays.** The Trustees have made Sunday afternoon openings a priority, and are requesting funds for two different Sunday options in FY 2009. (Re-opening the Library on Thursday mornings remains an important goal.)

Would Visit More Often if RPL Open Sundays



Overall satisfaction with library is high among patrons



Reading Public Library Personnel

Director – Ruth S. Urell

Assistant Director – Elizabeth Dickinson

Technical Secretary – Nancy Smethurst



Reference Division

Division Head – Lorraine Barry

Adult & Elder Services Librarian – Nancy Aberman

Local History Librarian – Rachel Baumgartner

Young Adult Librarians – Susan Beauregard, Amy Lannon

Promotional Services Librarian – Kathleen Miksis

Techie Librarian – Andrea Mercado

Reference Librarian – Eileen Barrett

Technical Services

Division Head – Jamie Penney

Senior Library Associate – Allison DaSilva

Senior Technician – Dawn Colford

Pages – Mary DeSisto

Matthew O'Donnell

Circulation Division

Division Head – Michelle A. Filleul

Technicians – Donna Beaulieu

Dawn Didham Colford

Maureen Conwell

Mary Ellen Downey

Madeleine Gillis

Susan R. Haggerty

Pages – Neftali Gonzalez

Lisa Li

Nancy Hunt

Amy Shaw

Mary Kraft

Carol Macomber

Patrice A. O'Donnell

Joanne H. Penta

Christine Rutigliano

Danielle Kimerer

Children's Division

Division Head – Corinne Fisher

Children's Librarians – Brenda Wettergreen
Rachel Baumgartner
Ashley Waring

Library Associate – Mary McIntire

Pages – Rekha Basra
Meaghan F. Kinton
Sofia Commito
Judy A. Newton

Custodian – John Davis

Reading Public Library Board of Trustees



Richard H. Curtis, Susan Hopkins Axelson, Victoria Yablonsky, David Hutchinson, Karyn A. Storti (Chairman), Cherrie Dubois

Respectfully submitted,

Ruth Urell, Library Director

FIRE DEPARTMENT

The Reading Fire Department is responsible for fire suppression, fire prevention, the emergency medical system and emergency management. The trend for an increased demand for our services has continued in the year 2007. The trend of an increased volume of significant structure fires has also continued in 2007. This year, of the 71 reportable structure fires we responded to, five were significant fires that required mutual aid assistance from neighboring communities.

World events and Federal requirements continue to shape our Emergency Management System. The emergency management function identifies hazards to the community. Plans are then developed and tested to create a coordinated response to any type of disaster. This Department is also responsible to coordinate and apply for all reimbursement for State and Federal disaster declarations.

The Reading Fire Department provides emergency medical care and treatment at the Advanced Life Support level (ALS) to sick and injured patients. This is the highest level of pre-hospital care available.

In 2007, the high volume of construction continued and this has placed a strain on the administrative areas of the Department. This development is occurring in commercial properties, multi-family residential properties, the Reading Memorial High School project and the Austin Preparatory School.

Due to the age of our fire apparatus, we have been experiencing a very high rate of mechanical breakdowns. This has required us to regularly place reserve equipment into service that is beyond its service life. This year, we began a significant effort to replace our aging and unreliable fire apparatus. We have received funding and awarded contracts for the purchase of a replacement engine and ladder truck. When these new apparatus are placed in service, it will allow us to retire a 1986 engine and a 1991 ladder truck.

Emergency Activity

In 2007, this Department responded to 5,276 incidents. A brief overview of emergency activity reveals the following: 71 structure fires, 11 vehicle fires, 17 outside fires and four Hazardous Materials incidents. The Department responded to 1,958 requests for emergency medical treatment and transported 1,063 patients. Of the patients transported, approximately 50% required Advanced Life Support treatment.

Below are some examples of the major fire incidents that the Department responded to in 2007:

- On Thursday, January 25, 2007, a structure fire broke out in the kitchen of an occupied home located at 167 Green Street. The fire began in the dishwasher and spread to the kitchen cabinets and counters. Firefighters were able to confine the fire from spreading beyond the kitchen.
- On January 26, 2007, a structure fire broke out at an unoccupied house located at 259 Main Street at approximately 7:15 p.m. The fire was reported by a person who saw smoke issuing from the house. When Firefighters arrived on the scene, they encountered fire on the first and second floor of the home. A second alarm was transmitted for additional assistance, and Fire crews from Wakefield, Stoneham and Woburn responded to the scene.

- On February 2, 2007 at approximately 11:15 a.m., fire broke out in an unoccupied house located at 15 Avon Street. When firefighters arrived on the scene, fire was visible burning inside on the first floor of the home. A second alarm was transmitted for additional assistance, and Fire crews from Wakefield, Stoneham and North Reading responded to the scene to assist Reading Firefighters.

Emergency Medical Services

The Reading Fire Department's Emergency Medical Program is coordinated by Firefighter Joseph Lapolla and Firefighter Eric Blackman. The Fire Department provides an Advanced Life Support Level (ALS) of care which is the highest level of pre-hospital emergency medical care available to sick and injured patients. The ALS level of care allows Reading Firefighters to treat patients with a wide variety of medications and sophisticated treatment techniques. This level of care is essential to patients who are experiencing a medical emergency that is an immediate threat to their lives.

In 2007, the Reading Fire Department responded to 1,958 medical incidents and transported 1063 patients. Approximately 50% of the patients transported required Advanced Life Support treatment. The five highest categories of medical conditions requiring advanced treatment are: Cardiac events, respiratory emergencies, neurological emergencies, unable to ambulate and injury by trauma.

To improve the medical care we provide to the public, we have introduced a new in-service clinical rotation training program with the Melrose-Wakefield Hospital. The program was introduced with the assistance of our Medical Director Dr. Walker. In an effort to gain advanced knowledge and training, the program rotates our on duty Paramedics through the Melrose-Wakefield Hospital's Obstetrics' Department, Emergency Room and Operating Rooms. Furthermore, we have also begun a program to train and certify all Paramedics in Pediatric Advanced Life Support and introduced several new medications.

As a result of State law, every city and town in the State is required to develop and submit a Service Zone Plan. A Service Zone plan is required to describe local EMS resources, detail how the local EMS resources are used, and coordinate the use of all pre-hospital resources within their community. The Reading Fire Department has submitted the Town of Reading's Service Zone Plan to the Department of Public Health Office of Emergency Medical Services, and it was accepted and approved on Wednesday, December 5, 2007.

In May of 2007, Firefighter Derek Loftus completed his paramedic training program on his own time and became a licensed Paramedic. He has completed an in-house orientation period and has been assigned ambulance duty.

Fire Prevention

Lieutenant Paul Jackson is assigned the position of Day Officer. The Day Officer is responsible to ensure all life safety systems for new construction and renovations are designed and installed properly. This requires pre-construction meetings, plan review, code research, and continual site visits to ensure proper installation.

For existing buildings, the Day Officer is responsible to ensure all life safety systems are maintained properly. Other areas of responsibility include ensuring the safety and code compliance of flammable and combustible product storage, coordinating the maintenance of Department vehicles and equipment.

New construction developments and other large-scale projects have been a considerable undertaking. This year, several major projects came online. Examples include: The Unitarian Church, portions of Johnson Woods, and the Reading Memorial High School project. Bertucci's Restaurant, the Longhorn Steak House Restaurant, Danis Properties, Market Basket and Austin Preparatory School are ongoing.

Lieutenant Paul Jackson has also become very involved in school safety initiatives. He is a member of the NEMLEC (North East Metropolitan Law Enforcement Counsel) Stars Program. This program is designed to assist school systems to prepare and respond to a wide variety of threats to the school environment.

SAFE and Community Education

Firefighter John Jenks coordinates the Reading Fire Department's S.A.F.E. Program. This fire safety education program is delivered in the Reading Public School System, and continues to receive a high level of support from School Administrators and children. This program is funded by a \$4,784 grant provided by the State.

Our SAFE Program features an in-house developed age appropriate curriculum for each grade level K through Grade 5. Reading Firefighters trained as S.A.F.E educators visit each school classroom of Kindergarten through Grade 5 to deliver the fire prevention and anti-smoking message.

Firefighters use a new specially designed trailer that is shared by the Metrofire District to present a very real fire scenario to the students. Using this training aid, the children are taught life saving skills in a controlled setting that is not possible to duplicate in the classroom. The S.A.F.E. Trailer is available to the Reading Fire Department and 33 other communities in the Greater Boston Area free of charge.

Fire Alarm

The Municipal Fire Alarm System in Reading is in excellent condition. This is a direct result of the planning, care and maintenance given to the system by our dedicated Fire Alarm Technicians Michael Holmes and Brian Ryan. When appropriate, we are connecting new and remodeled buildings to the Municipal Fire Alarm System to ensure a rapid response to an incident.

Reading Emergency Management Agency

As a result of recent world events, Emergency Management has become more active than ever before. Housed within Reading's Emergency Management Agency are two separate functions, Emergency Management and the Local Emergency Planning Committee.

The primary goal for Emergency Management is to identify threats to the community, and to prepare for all disasters whether natural or manmade, coordinate the response of a wide range of agencies, and assist in the recovery phase.

A secondary goal is to ensure that the Town of Reading is in compliance with all Federal and State requirements to enable the community to remain eligible to receive reimbursement for Federal and State disaster declarations. The Town of Reading is and has always been in full compliance with all Federal and State requirements. For the Town of Reading, the Fire Chief is the Emergency Management Director.

Federal and State legislation requires every community in the country to have a Local Emergency Planning Committee (LEPC). The LEPC identifies areas where the population is most at risk from a hazardous materials release, facilities and transportation routes that contain hazardous materials and resources that would be used to mitigate an incident. The Reading Fire Department has developed a Hazardous Materials Emergency Plan to meet both Federal and State statutory planning requirements. For the Town of Reading, the Fire Chief is the Local Emergency Planning Committee Chairman.

To pool resources, the Town of Reading has joined with 11 other communities and formed the Mystic Regional Emergency Planning Committee. This association permits each member community to share resources in the event of an emergency. The Mystic Regional Emergency Planning Committee has attained Full Certification Status by the Massachusetts Emergency Management Agency.

Reading is also part of the North East Homeland Security Region (NERAC). NERAC is one of the five Massachusetts homeland security regions created by the Executive Office of Public Safety.

As a result of a grant from the NERAC, we were able to purchase and install additional radio equipment to improve Fire and Police communications in the Route 128, Route 93 and Haverhill Street area.

Fire Apparatus

Due to the age of our fire apparatus, we are experiencing a significant amount of mechanical problems. This has caused considerable expense to the DPW, required us to place reserve equipment in service that is far beyond its service life, and at times requires us to borrow fire apparatus from neighboring communities.

The purchase of a new fire engine and a ladder truck has been approved by the Board of Selectmen and Town Meeting to address these issues. We have developed specifications and ordered the new fire apparatus, and it is anticipated that the new equipment will go into service in calendar year 2008.

Training

The President of the United States signed a Presidential Directive that required all cities and towns in the nation to train a significant portion of their staff in the National Incident Management System (NIMS). The purpose of the requirement is to provide a framework and system for all levels of government to work together in an emergency. This year, all senior command staff received the NIMS 300 training program, and the Fire Chief received NIMS 400 and NIMS 800. Reading has now met all Federal incident command training requirements.

A new in-service training program was instituted under a single Training Officer this year. The program is designed to improve Firefighter safety, enhance performance and to unify the four groups.

Currently, Firefighter Scott Dole serves as the Department's Training Officer. Each month, Firefighter Dole develops and delivers an in-depth training program to each of the four groups which has proven to be highly successful.

Conclusion

Over the last year, we have made significant advancements in all areas of the Department. This has been achieved through higher levels of training for our personnel and the addition of new technology and equipment. Through the active pursuit of public safety grants, we have been able to upgrade and expand radio communications. The Advanced Life Support Program has continued to surpass our expectations on every level, and represents a significant upgrade in the quality of emergency medical services provided to the community. The replacement of our aging fire apparatus will significantly improve our day to day and emergency operations.

I would like to thank all Town Officers, Boards, Departments, members of the Reading Fire Department, and especially the citizens of Reading for their continued support and assistance.

Respectfully submitted,

Gregory J. Burns
Chief of Fire Department

FIRE DEPARTMENT ROSTER

CHIEF:

Gregory J. Burns

FIRE PREVENTION:

Lieutenant Paul D. Jackson

CAPTAINS:

Philip B. Boisvert
Kenneth N. Campbell Jr.
Paul F. Guarino
Peter L. Marchetti

LIEUTENANTS:

David T. Ballou
Mark Dwyer
Richard L.S. Nelson
Richard A. Puopolo

FIRE FIGHTERS:

Mathew McSheehy
 Daniel Cahoon
 Michel Holmes
 David Roy
 Robert McCarthy
 Patrick Wallace
 Brian Ryan
 Stephen Pelrine
 Robert Beck
 Stephen Murphy
 ~Robert Jutrus
 David Robidoux
 David Gentile

Michael Belmonte
 William Van Horn
 Lisa Palermo
 Michael Wood
 Scott Dole
 John Jenks
 Erick Blackman
 Paul Roy
 Derek Loftus
 Dana Ballou
 Linda Polcari
 Tom McCarthy

Sean Devlin
 ~Chris Finnegan
 Scott Myette
 Bruce Ayer
 ~Tricia Richard
 Paul Dalton
 Ryan Buckley
 Joseph Lapolla
 Daniel Pouliot
 Paul Damocogno
 *Garret Antanavica
 Anthony DelSignore

Cynthia M. Keenan, Secretary

~Resigned position

*Hired to fill vacancy

<u>Statistics for 2007:</u>	
Permit Fees Collected.....	\$18,093
Ambulance Fees Collected.....	\$590,656
Bell Alarms.....	367
Still Alarms.....	2,951
Emergency Ambulance Calls.....	1,958
Inspections.....	597

POLICE DEPARTMENT

Mission and Value Statement

The Reading Police Department is committed to providing the highest level of public safety and service to the citizens and business people within the community. The members of the Department are empowered to enforce the laws of the Commonwealth of Massachusetts and Bylaws of the Town of Reading to ensure that the peace and tranquility of our neighborhoods are maintained, and that crime and the fear of crime are reduced. We emphasize and value integrity, honesty, impartiality and professionalism from our members in order to create an environment that values differences and fosters fairness and flexibility in our mission. We encourage citizen input and interaction that will assist us in developing sound partnerships between the community and police. Working together, we can protect our future and enhance the quality of life for everyone within the town.

The Police Department experienced another year of extensive personnel changes. The demand for service on the department continues to grow with the added development in the community. This report summarizes the participation, activities, sponsorships, enhancements, accomplishments, and other notable events of the Reading Police Department in calendar year 2007.

The Reading Police Department's Strategic Plan – 2007

In the Spring of 2007, Chief James W. Cormier initiated a process to create a long-term strategic vision and action plan to guide police practice in the Town of Reading. The Chief is seeking a deeper sense of commitment from the members of the Police Department toward the ever-present challenges and opportunities for change that are facing our community on a regular basis. By designing and tailoring a strategic planning process, the Chief has enabled the Police Department to focus clearly on such a commitment.

First, a consultant conducted interviews with 23 stakeholders of the Reading Police Department and Town Government officials. Second, a one-day planning retreat on June 8, 2007 was held with the command staff and senior management team members. The retreat culminated with the establishment of five strategic goals for the department.

Chief Cormier initiated strategic planning to:

1. Create a vision and operational plan that ensures that the Department is expanding its resources, money, time and expertise “in the most strategic, efficient manner;”
2. Create the new strategy from the ideas and insights of the command staff members;
3. Institute a long-term vision for the Police Department that elicits its members to become “true stake-holders and contributors” in the community. Through this finely tuned strategic plan, members are able to measure their progress through successful attainment of the strategic goals they themselves have collectively established;
4. These goals lay the foundation for the successful implementation of the Department's future success by working closely with our residents, Town officials and business community.

Five Goals of Strategic Planning - 2007

1. Increase Department knowledge through professional development and training;
2. Increase staffing to support sector-based, problem-oriented police;
3. Enhance community partnerships to address critical problems;
4. Create a more supportive Departmental environment to enable greater job satisfaction;
5. Promote law enforcement initiatives through the effective use of information technology.

The next challenge is to effectively implement the plan. The development of these objectives and implementation plans now rest with the Command Staff of the Reading Police Department.

Personnel Changes

The Police Department experienced the following significant personnel changes and adjustments in 2007.

- ◆ On January 12, 2007, Sgt. Detective Pat O'Brien (32 years), Detective Robert Flynn (32 years) and Officer Larry Frederick (31 years) retired.
- ◆ In February of 2007, Lt. Detective Kevin Patterson retired after 32 years of service.
- ◆ In February of 2007, Officers Robert MacHugh Jr. and Eric Drauschke graduated from the M.B.T.A. Police Academy.
- ◆ In February of 2007, Lt. Richard Robbins was assigned to the Criminal Division as Division Commander.
- ◆ In April of 2007, Lynda Sousa and Debra Haynes were hired for the positions of Dispatcher. Lynda Sousa was hired for the part-time position and Debra Haynes was hired for a full-time position.
- ◆ In May of 2007, Detectives John McKenna and Mark Segalla were promoted to the rank of Sergeant effective July, 2007.
- ◆ In June of 2007, the Chief, Business Manager and Supervisory staff met for an all day retreat to devise a strategic plan outlining future goals for the Police Department.
- ◆ In July of 2007, Sgt. David Stamatis was promoted to Lieutenant.
- ◆ In July of 2007, Officer Michael Lee was selected as the new Safety Officer.
- ◆ In July of 2007, Officers Jack Kyle and Derek Holmes were assigned as Detectives.
- ◆ In July of 2007, Officer James Collins was selected as the new Community Service Officer.
- ◆ In September of 2007, Officer Christopher Picco took over the responsibilities of firearms permitting and licensing duties as well as solicitor permitting.
- ◆ In October of 2007, part-time Dispatcher Lynda Sousa resigned.
- ◆ In December of 2007, Sergeant Mark Segalla was assigned as Sergeant Detective of the Criminal Division.
- ◆ In December of 2007, Lt. Michael P. Cloonan, the Reading Police Department's Executive Officer submitted his letter to retire effective June, 2008 which will culminate over 33 years of service to the Department.
- ◆ In December of 2007, Christopher Finnegan was hired for the position of part-time Dispatcher.

Awards and Recognitions

- ◆ In March of 2007, the Police Department was recertified by the Massachusetts Accreditation Commission.
- ◆ In April of 2007, the Board of Selectmen recognized the Public Safety Dispatchers during National 911 Telecommunicators Week.
- ◆ In May of 2007, the Board of Selectmen recognized National Police Memorial Week.
- ◆ In May-June of 2007, the Police Department conducted their annual Buckle-Up Pledge Week and Driver Safety Campaign in conjunction with the Governor's Highway Task Force.
- ◆ In May of 2007, the Police Department's Business Manager Andrew Scribner-MacLean received certification as a Massachusetts Certified Public Purchasing Official from the Commonwealth of Massachusetts after attending 80 hours of training with the Inspector General's Office.
- ◆ In August of 2007, Crossing Guard Ernie Gisetto was recognized for 25 years of service as a Crossing Guard.

Community Policing

The Reading Police Department continues to work closely with the community and other Town Departments as well as State and Federal Agencies. The Police Department strongly promotes the philosophy of "working with the community." The Department sponsors or participates in a number of community events and programs. The following are some examples:

- The Police Department is represented on the Reading Coalition Against Substance Abuse (R.C.A.S.A.). Its members are Chief Jim Cormier and School Resource Officer Richard Abate.
- The Police Department is represented on the Human Relations Advisory Committee. (HRAC) by Chief Jim Cormier.
- The Rape Aggression Defense (RAD) Program which is a self defense course designed specifically for women. Sgt. David Clark, Officers Pat Iapicca, Michelle Halloran, Salvi Lavita, Ian Nelson, Richard Abate, Christine Agnone and Kristen Stasiak are the instructors lending to the success of this very popular program.
- The Citizens Police Academy has been very popular and will continue to be a base program for the Department. Lt. David Stamatis continues to organize and coordinate the program eliciting the assistance of many Department staff members who instruct the classes during the course.
- In March of 2007, the Police Department successfully met the requirements for re-certification by the Massachusetts Police Accreditation Commission. Certification is a self-initiated evaluation process by which a Police Department strives to meet and maintain standards that have been established for the profession, by the profession. These carefully selected standards reflect critical areas of police management, operations, and technical support activities. They cover areas such as policy development, emergency response planning, training, communications, property and evidence handling, use of force, vehicular pursuit, prisoner transportation and holding facilities. The program not only sets standards for the law enforcement profession but also for the delivery of police services to the residents of Reading. Participation in the program is strictly voluntary. Reading is one of 14 certified

police agencies in Massachusetts. Lt. Richard Robbins is the Certification Manager and attends the standards meetings on a continuous basis.

- In May of 2007, School Resource Officer Richard Abate represented the Police Department at the Senior Prom in Boston and the all night party at the High School.
- In June of 2007, the Department's Honor Guard, as well as Police Officers and their families, participated in the Challenger Softball game where they are afforded an opportunity to interact with children with special needs in a relaxed and fun atmosphere. The Honor Guard also participated in the Memorial Day and Veterans' Day celebrations.
- Also in June of 2007, the Department participated in Friends and Family Day held at Birch Meadow Park. Detective John McKenna, Officers Derek Holmes, Michelle Halloran and Jack Kyle participated in this event.
- On August 7, 2007, Lt. Detective Richard Robbins gave a talk on identity theft at the Reading Public Library.
- In August of 2007, Lt. Detective Richard Robbins assisted Arlington and Burlington Police Departments in their pursuit of certification by serving on the Massachusetts State Commission Assessment Team.
- The Department participates annually in the Library's Vehicle Day in August where children of all ages get to enjoy the display of vehicles from all the Town's departments. Officer Derek Holmes coordinated this event.
- In collaboration with the Reading Adult Education Office, we sponsored a parenting workshop that was very successful and was received by 40 parents.
- Throughout the year, the Department participated in the Governor's Highway Safety Bureau "Click-it or Ticket" Program. Lt. David Stamatis, Lt. Michael Cloonan and Sgt. John McKenna coordinated these initiatives.
- In October of 2007, the Department in conjunction with its labor unions organized its annual Senior Ham and Bean Supper at the Senior Center. Officer James Collins organized this event.
- Throughout the year, Community Service Officer James Collins meets on a monthly basis at the Senior Center to share information and concerns that our community seniors may have, and to keep them updated on ongoing police tips and criminal issues that may affect seniors.
- In December, the Department in conjunction with its labor unions organized the 26th Annual Children's Holiday Party at Austin Preparatory School. Citizen turnout was one of the largest in its history. Again, collaborating with the Free Masons (Reading Lodge) and the Massachusetts Dental Association, we were able to offer the Child Identification Program (CHIP), a videotape interview and a dental impression of the child. We provided over 100 identification kits at this event. Officer James Collins organized all the events for this very successful day.
- The Police Department in conjunction with the Woburn District Court continues its participation with the H.E.A.T. Program. This program was developed by the Woburn Courts Probation Department and seven local Police Departments including Reading. The Heroin Education Awareness Task Force (H.E.A.T.) targets the growing problem of heroin abuse among youngsters in area communities.

In addition to warning parents of the signs and symptoms of heroin abuse, the program is also focusing on getting youngsters the necessary help once it is determined they need help. Detective Michael Saunders represents our Department as a member of this Task Force.

- The Department's Web Site www.ci.reading.ma.us/police is very successful and offers a variety of contemporary information and resources to all who visit. Lt. David Stamatis has put a great deal of time and effort into making this a very useful site for our residents.
- The Police Department certified its newest Command Staff member in Incident Command Training. Lt. David Stamatis attended a two day course taught by the Massachusetts Emergency Management Agency in Boston, MA. All agencies throughout the Commonwealth are forging forward by training and utilizing this system of managing any incident involving public safety concerns. The goal of the ICS is to provide a nationwide template for all levels of government and private sector organizations to effectively work together in preparation, response and recovery from domestic incidents.
- Throughout the year, the NEMLEC Rapid Response Team (RRT) participated in several requests for mutual aid call-outs in Boston, Stoneham, Salem and Somerville. Most notable was our members participating in the 2007 Boston Red Sox World Series celebration events that drew large crowds and called for tremendous planning and resources. All these events were planned and organized through the Incident Command System's (ICS) methodologies.

Detective Division

The Detective Division is the liaison of the Police Department with the Reading Public Schools as well as the Northeast Regional Vocational School in Wakefield. School Resource Officer Richard Abate is the Division's primary liaison. He works diligently with all the schools to ensure the safety of the students and faculty. It is important to point out that at all levels of both the School Department and the Police Department, the degree of cooperation and unity to bring the absolute best level of services to the community has rarely been better.

Outlined for 2007 are a number of the Detective Division's activities and involvements:

- ♦ Actively participated in the Criminal Based Justice System, this system brings together multiple Town agencies with the District Attorney's Office and the Probation Department to share information.
- ♦ Member organization of Project Alliance, this is a program sponsored by the District Attorney's Office that provides educational opportunities for law enforcement, schools and other professionals in the areas relative to school and juvenile issues.
- ♦ Member organization of the Woburn Court Substance Abuse Initiative, linking the seven communities that fall under the jurisdiction of Woburn District Court to combat the substance abuse issue in the area. Member of the NEMLEC Detective Group, a regional detective group incorporating over 40 cities and towns in the region, that freely exchanges information of interest.

- ♦ Participating member of the Domestic Abuse Roundtable, a meeting of the District Attorney's Office and the seven Woburn District Court agencies to exchange and update information regarding domestic violence.
- ♦ Participating member of the Juvenile Fire Setters, an educational program for juvenile fire setters.
- ♦ Many personnel changes occurred in 2007: Lt. Detective Kevin Patterson, Sgt. Detective Mark O'Brien and Detective Robert Flynn retired from the Department. Detectives John McKenna and Mark Segalla were promoted to the rank of Sergeant and were assigned as Patrol Supervisors. As a result of these changes, Lt. Richard Robbins took command as the Detective Division Commander. Officers Derek Holmes and Jack Kyle were appointed to the rank of Detective. In December of 2007, Detective Jack Kyle was reassigned to patrol and Sgt. Mark Segalla was brought back into the Unit as Sergeant Detective.
- ♦ The Unit is now working with four officers, so structural changes within the Unit have occurred as well: Lt. Detective Richard Robbins remains the Division Commander, Detective Michael Saunders is the Court Prosecutor and Evidence Officer. Sgt. Detective Mark Segalla and Detective Derek Holmes conduct the majority of the criminal investigations.
- ♦ Working highly sensitive, complicated criminal investigations in a small unit requires the officers that work for that unit to have the utmost integrity and to be beyond reproach. These philosophies are the backbone of the Reading Police Detective Division.

Public Safety Dispatch

The Reading Public Safety Dispatchers provide through communications a lifeline for the community, Police Officers and Firefighters. There are eight full-time Dispatchers and one part-time Dispatcher who are under the immediate supervision of the Patrol Division Commander and a Head Dispatcher. Dispatchers receive requests for information and services, they triage those requests based on available resources, and disseminate those requests to the emergency personnel in the field. Dispatchers greet the public entering the Police Station and provide a valuable service to our community.

Dispatchers recorded 27,618 calls for service in 2007 and issued 3,964 Community Access Stickers. We are grateful for the professional service provided by the Reading Public Safety Dispatchers.

The Communications Center has received upgraded "911" equipment. This improved technology is very exciting for those who handle emergency calls. It comes with all the benefits of the previous system but now has better information pertaining to the location of cell phone calls received by way of the new mapping capabilities. This aspect of the enhanced system should enable the Reading Public Safety Dispatchers to have a better opportunity to assist a distressed caller who is uncertain of their location. It will not always pinpoint the caller's whereabouts but it may narrow the search area, and that alone is a major advantage to emergency personnel and the person in distress. Our Dispatchers do an outstanding job and deserve recognition for a position that is extremely important and when done well is often overlooked.

Three Dispatchers attended the State Emergency Training Board (SETB) Dispatch Academy through a grant provided by SETB. More Dispatchers will be sent each year so that all have received initial certification training and ongoing professional development.

Crossing Guards

The School Crossing Guards are part-time civilian personnel. Currently, there are 17 permanent Crossing Guards and two spares that fill in when a regular Crossing Guard is unable to cover their post. They are under the direct supervision, coordination and control of Safety Officer Michael Lee. Each Crossing Guard plays an essential role in ensuring the safe commute of children to and from school. They also serve as an extra set of eyes and ears for the Police Department and the community as well. These Crossing Guards have proven to be devoted to their duties and are a great asset to the Town of Reading.

ANIMAL CONTROL

The Animal Control Officer is Ronald Burns who works 13 hours per week and is on call for emergency situations. There were more than 500 calls for service received by the Animal Control Officer. There were 11 dog bites over the year resulting in injuries to humans. There were 12 bites over the year resulting from animal of unknown origin to dogs and 14 cats. Those that tested negative for rabies were quarantined for 10 days. There were eight cat bites to humans reported. There were three bat bites, two to humans and one to a dog. There were over 100 coyote sightings and cat missing calls reported. Over 300 fines and citations were issued to residents for failure to keep their dog on a leash, failure to license their dog and for biting.

The Animal Control Officer is authorized to isolate and confine domestic animals suspected of being exposed to rabies. Acting according to State regulations and guidelines, Animal Control Officers must:

- Investigate reports of domestic animals exposed to rabies;
- Determine if the domestic animal has or may have been exposed to a rabid animal, and if the domestic animal has been properly vaccinated;
- Make an evaluation of the exposure of the vaccinated animal, and prescribe the appropriate action according to State regulations;
- Obtain permission to euthanasia exposed, unvaccinated animals from their owners or from the MDFA;
- Carry out euthanasia permitted by the owner of MDFA;
- Collect the head of the euthanized animal, and deliver or send it to MDPH State Laboratory Institute, if the animal has bitten or otherwise exposed a human or domestic animal;
- Ensure that vaccinated domestic animals receive a booster vaccination if needed, and that the animal remains under appropriate strict confinement or isolation;
- Contact local officials when exposed domestic animals have exposed humans.

PARKING ENFORCEMENT OFFICER

The Parking Enforcement Officer is Ronald Burns who works 18 hours per week, covering four days in the work week.

The major responsibilities of the Parking Enforcement Officer are:

- Identify and cite motorists who violate Reading's parking regulations and reduce opportunities for violations to be committed through preventive patrols of all parking areas;
- Tally and inventory tickets daily;
- Identify parking problem areas within the Town, and forward this information to the Safety Officer.
- Total citations issued by the Parking Enforcement Officer in 2007 were 2,321.
- Total income from parking citations was \$52,220.00.
- 86% of the citations were paid.
- 8% of the citations were marked for non-payment.

2007 POLICE DEPARTMENT ROSTER

CHIEF:

James W. Cormier

EXECUTIVE OFFICER:

Lieutenant Michael P. Cloonan

CRIMINAL DIVISION COMMANDER:

Lt. Detective Richard W. Robbins

PATROL DIVISION COMMANDER:

Lieutenant David M. Stamatis

SERGEANTS:

David J. Clark	John T. McKenna
Frank G. Duclos	Mark J. O'Brien
Peter C. Garchinsky	Bruce F. Russell

DETECTIVE DIVISION:

Lt.-Detective Richard W. Robbins
Michael Saunders
Derek Holmes
Sgt.-Detective Mark D. Scgalla
School Resource Officer Richard Abate

SUPPORT SERVICES:

Community Service Officer:	James P. Collins
Safety Officer:	Michael Lee
Armorer:	Chris Picco

PATROL OFFICERS:

Pasquale Iapieea	Joseph Belmonte	Ian Nelson
Christopher Voegal	Michael Lee	Christine Agnone
James P. Collins	Keith Hurley	Kristen Stasiak
Anthony F. Caturell	Kevin Brown	Corey Santasky
John Kyle	Michael Fitzgerald	Erie Drauschke
Matthew C. Edson	Michelle Halloran	Robert MacHugh
David Savio	Salvi Lavita	
Christopher Pieco	Sean Wilson	

2007 ANCILLARY PERSONNEL**BUSINESS ADMINISTRATOR:**

Andrew Scribner-MacLean

ANIMAL CONTROL/PARKING ENFORCEMENT OFFICER:

Ronald Burns

CLERKS:

Administrative Assistant Victoria Cummings
 Principle Clerk Joanne Power

DISPATCHERS:

Head Dispatcher Victoria Avery		
John Raweliffe	Regina Benoit-Saunders	Susan Tapley
Matthew Vatcher	Ryan Mahoney	Chris Jones
Joseph Pagnotta	Deborah Haynes	Christopher Finnegan

SCHOOL CROSSING GUARDS:

Cindy Ashi	Cheri Costa	Lucy Intonti
Fred Dymont	Gerry Intonti	Robert DeWolfei
Ernie Gisetto	Tina Lantz	Linda Burns
Joseph Lopiccola	Louann MacKinnon	Matthew McNamara
Marsha Leighton	Diek Stosez	John Watson
William Fisher	Reggie Benoit	Edward Whitcomb
Mildren Barton		

SPARE CROSSING GUARDS:

Arthur Dickinson
 Peggy Faulkner
 Kris McNeill

The following are Arrests and Services performed during Calendar Year 2007:

Arrests:	190
Persons held in protective custody:	46
Detective criminal investigations:	163
Parking Violations:	2898
Motor vehicle violations:	5613
Auto accidents investigated:	521

Fees Collected during Fiscal Year 2007:

License to carry:	\$3625.00
Firearms ID cards:	\$737.50
Police reports copied:	\$1,931.50
Parking fines:	\$74,696.00
Court fines:	\$2,170.00
MV lease or surcharge:	\$2,324.40
Administrative fees for Details:	\$20,058.72
Community Access Stickers:	\$81,595.00
Parking space rentals:	\$46,830.00
Civil infractions:	\$57,620.00
Rent for Community Room:	<u>\$1,240.00</u>
Total Fees collected:	\$292,828.12

Conclusion

To summarize our Mission Statement, we are empowered to enforce the laws of our land but in order to do this appropriately and adequately, we have to work with the community. Providing the community with the highest level of police service is a goal that will require dedication, hard work and a strong commitment to and from our community.

The year 2007 presented many unique and difficult challenges for the Police Department. We experienced significant personnel changes and adjustments and operated understaffed due to retirements, injury and illness. Moving forward, the Department is anxious to continue working closely with our fellow Town employees and the citizenry to provide the highest quality of life in Reading.

I want to thank the citizens of our community for their support and cooperation. Working with the community, your Police Department will accomplish its mission.

Respectfully submitted,

James W. Cormier, Chief of Police

DEPARTMENT OF PUBLIC WORKS

Director's Comments

Department personnel were actively involved as members, or liaisons, of many Boards and Committees. We have also assisted other Departments throughout the year on many projects and programs, and have been fortunate to have the cooperation and support of the Town Manager, the Assistant Town Manager and other Departments within the Town.

The Department has developed long-term capital improvement plans to upgrade and maintain the important infrastructures in the community through local and State funding. This would include the water distribution system, roadway and sidewalk, sanitary sewer system, equipment, parks and playgrounds, cemeteries and storm water systems.

As highlighted in DPW Division reports, the Department had an extremely busy year in 2007 with our many projects, ongoing maintenance work and assisting other departments. Through Capital funding at the April and November 2007 Town Meetings, we were able to complete many roadway improvements, sidewalk construction, playground improvements, and replace a substantial number of our vehicles and equipment, some approaching "antique" age.

Roadway improvements were completed on all, or portions, of thirteen (13) streets. Highway Division staff resurfaced all, or portions of, an additional seven (7) streets. Sidewalks and/or curbing were installed on nine (9) streets. Two (2) Main Line Sanitary Sewer projects were completed. We completed installation of new playground equipment, paving and improvements to a garden area at Birch Meadow Elementary School. We began the process of replacing water meters which is a multi-year program. Staff is using GIS water distribution and sewer distribution information from equipment installed in the emergency vehicles. This has improved our response time immensely and given staff the tools they need. It is important to note that all of these projects and those identified in the Division reports require a tremendous group effort to accomplish. It is a credit to the staff for their hard work and effort, dedication and cooperation that these quality projects were completed in a timely and cost-effective manner while performing their "regular" and important every day work.

We have been fortunate to welcome the following employees to the Department: Arthur Marcos and Dominique Impemba in the Engineering Division, Thomas Zwicker in the Highway/Equipment Maintenance Division, and James Sullivan in the Recreation Division.

There continues to be a good cooperative effort on planned and emergency projects by the Divisions within the Department. Because of the efforts of the staff, we are able to provide good quality service to other Town Departments and to the general public. It is a pleasure working with the dedicated and devoted staff in the Department of Public Works and the appointed Committees. I thank them all for their support and effort.

Respectfully submitted,

Edward D. "Ted" McIntire, Jr.
Director of Public Works

ADMINISTRATION DIVISION

The Administration Division supported the Department with procurement administration, water and sewer billing, budget preparation and coordination, departmental personnel and payroll services, accounts payable processing, cemetery administration services and responses to public inquiries and concerns over all Public Works areas of responsibility. Significant projects included:

- Procurement and project support for various water and sewer main projects, including sewer system rehabilitation and construction and water main construction.
- Water Meter Installation bid awarded to Troupe Water Services. Anticipated meters changed for FY 2008 is 2488 meters.
- 2007 was the second of a five year contract for our Town-wide refuse collection and curbside recycling.
- Coordination of the acceptance and approval process to the Massachusetts Water Resources Authority as a main source of Town water.
- We have completed two years of our three-year water meter and transponder replacement program.
- Coordination of cooperative Household Hazardous Waste Day collection events with the Town of Wakefield.
- Providing procurement assistance to other Town Departments and Divisions including a contract for new Triple Combination Pumper, a lease of surplus property at 1481 Main Street and a DPW Management Study.
- Overall facilitation of the Water Conservation Rebate Program: Appointment scheduling, rebate processing and tracking of high-efficiency washing machines, low-flow toilets, irrigation system rain sensors and rain barrels.
- Coordination of the Street Sign Lottery – a unique opportunity to sponsor, purchase, or take a chance on a piece of Reading memorabilia.
- Increased recycling efforts have resulted in additional condominium and school groups joining the program.

Emphasis continued on providing public information, responding to inquiries and concerns, and improving all areas of public communications.

CEMETERY DIVISION

To the Board of Cemetery Trustees

The following is from office records for calendar year 2007:

Interments – 115	Interments for all years – 13,885	Monuments reset - 22
Markers set – 35	Foundations – 31	

Sale of Lots

Forest Glen – 6 lots, 2 single graves – Total for all years – 2045 lots, 798 single graves

Charles Lawn – 3 lots, 5 single and veteran's graves – Total for all years – 469 lots, 233 single and veteran's graves

Wood End – 32 lots and 1 single grave – Total for all years – 305 lots, 23 single graves

Cooperation from other divisions of Public Works was outstanding and much appreciated. The Board of Cemetery Trustees has been very supportive of all the numerous programs and goals of this Division. I thank them for all their assistance.

Respectfully submitted,

Robert L. Keating, Supervisor

CUSTODIAN OF SOLDIERS' AND SAILORS' GRAVES – Calendar Year 2007

Interments: WWII = 13 Korea – 5 Vietnam – 0 Peacetime - 1

Total of all veterans' interred = 1676.

As has been the custom for many years, all veterans' graves were decorated with a flag and a potted flower for Memorial Day.

Respectfully submitted,

Frank Driscoll, Custodian of Soldiers' and Sailors' Graves

ENGINEERING DIVISION

The Engineering Division provides engineering services to all Departments within the Town of Reading. The Division is responsible for: preparation of plans, specifications, estimates, survey layout, inspection and supervision of Town construction projects, review of subdivision plans and site plans for accuracy and conformance with the subdivision rules and regulations, review of conservation submittals, preparation of subdivision and conservation bond estimates, inspection of subdivision construction, and the administration of the Pavement Management Program and Chapter 90 Roadway Improvements Program.

The Division also provides technical assistance and guidance on various Town projects, performs traffic studies, regulates and inspects private construction activities within Town roadways, and is responsible for the maintenance of all records concerning the subdivision of land, roadway, water, sewer and drainage construction, Town maps and the issuance of various permits.

Construction projects the Division designed and provided construction management for in 2007 consisted of the sewer main extension on Fairview and Sunnyside Avenues, completion of the Franklin Terrace sewer extension, drainage improvements for Summit Village on Hopkins Street, roadway reconstruction on Bancroft Avenue (Lowell Street to Middlesex Avenue), Franklin Street (Main Street to Haverhill Street), Governors Drive (Salem Street to end), Hampshire Road (Main Street to Lawrence Road), Hillcrest Road (Prescott Street to Oak Street), Lawrence Road (Main Street to Hampshire Road), Locust Street (Main Street to Highland Street), Wells Road (Forest Glen Road to Irving Street), and Wentworth Road (West Street to Lewis Street), roadway repaving on Cumberland Road (Melbourne Avenue to Victoria Avenue), Franklin Terrace (Franklin Street to end), and Maple Ridge Road (Pine Ridge Road to Ash Hill Road).

The Division also designed and performed construction management for the installation of sidewalks and granite curbing on Franklin Street (between Main Street and Grove Street) and West Street (Enos Circle to Catherine Avenue), and the installation of granite curbing on Bancroft Avenue (Lowell Street to Middlesex Avenue), Franklin Street (Main Street to Partridge Lane), Governors Drive (westerly side from Salem Street to end), Hampshire Road (at Main Street only), Lawrence Road (Main Street to 42 Lawrence Road), Locust Street (Main Street to Beacon Street), and Hillcrest Road (Scotland Road to Oak Street).

Additional projects accomplished by the Division include the design and construction layout for the Woodland Street roadway betterment project, survey, engineering and contract preparation for the reconstruction of the Bancroft Avenue tennis courts and sewer main extension on Fairview and Sunnyside Avenues, survey and engineering for the new synthetic turf athletic field at Parker Middle School, survey of and preparation of conceptual designs for the rehabilitation of the Birch Meadow complex and Memorial Park improvements, performed field surveys for roadway improvements on Gould Street, Ash Street and Colburn Road, and initiated a Town-wide study for the mapping of existing sidewalk and curb locations.

Traffic studies were also performed on High Street, Ash Street, Walnut Street, Forest Street, Charles Street, South Street, Summer Avenue and Grove Street. Specifications were also prepared and contracts awarded for the 2007 roadway, sidewalk, curb, loam and seed construction projects and annual traffic markings.

Engineering reviews were performed for the Community Planning and Development Commission, Conservation Commission and Zoning Board of Appeals on the major site developments at the Longhorn Steak House/Bertucci's Restaurant on Walkers Brook Drive, 80-100 Main Street, 89 Walkers Brook Drive, 16 Sanborn Street, 1349 Main Street, and the Montessori School at 453 West Street and numerous other smaller projects. The Division, with the assistance of consultant engineers, performed a review of the adequacy of the Town's infrastructure for the proposed 40R redevelopment of the Addison-Wesley site.

Significant progress was finally made on the Downtown Roadway Improvement Project on Main Street and West Street roadway reconstruction projects: Bids were received by Mass Highway Department on May 30th for the Downtown Roadway Improvement Project. The contract was awarded by Mass Highway Department to the low bidder in the amount of \$5,490,864. A pre-construction meeting was held in October, and construction is scheduled to start in the Spring in 2008.

Following their review of the West Street Improvement Project's 25% design plans, Mass. Highway Department scheduled the 25% design public hearing which is to be held on January 30, 2008.

The House to House Illicit Connection Inspection Program was completed with the preparation of the final report by the Town's consultant Camp, Dresser and McKee. The program resulted in the inspection of 91% of the properties within the Town, and the discovery of 167 improper connections to the sewer system. To date, 62 connections have been removed from the system, and 29 additional are awaiting removal.

The Engineering Division will continue management of the program for the discovery of future connections, and the removal of connections by property owners.

In cooperation with GIS Coordinator Kim Honetschlager and consultant Camp, Dresser and McKee, the GIS mapping and database of the Town's water and sewer system was completed. The mapping enables the Water and Sewer Divisions to have direct access to plans, tie card and other pertinent information in the field through the use of portable computers.

The NPDES Phase II Storm Water Annual Report was submitted to the Environmental Protection Agency demonstrating continued compliance with the permit issued to the Town in 2003. The continuation of education flyers, improved maintenance of storm water facilities funded through the Storm Water Enterprise Fund, mapping of the storm water outfalls and the establishment of the Town's operation and maintenance procedures, the Town will continue to meet the goals established under the permit.

The Division spent significant time on the inspection of private development projects including the Johnson Woods off West Street, Archstone Properties on West Street, Danis Property on General Way, Stop & Shop and Longhorn Steak House/Bertucci's Restaurant on Walkers Brook Drive, Hallmark Health on New Crossing Road, Montessori School at 453 West Street, and subdivisions Kylie Drive, Benjamin Lane and Sailor Tom's Way.

The Division issued permits and performed construction inspection for 23 new sewer connections, 19 permits for the disconnection, repair or reuse of existing sewer connections, 61 street opening permits to Keyspan Energy for repairs and new gas services, and 35 street opening/occupancy permits within Town right-of-ways. The Division also held six public hearings for utility installations or relocations, witnessed 18 soil evaluations, and performed numerous site reviews of properties for the issuance of storm water abatement requests.

The Division welcomed the new addition of Engineer Arthur G. Markos in November. His presence will be greatly appreciated due to the Division's ever increasing work load and responsibilities.

HIGHWAY AND EQUIPMENT MAINTENANCE DIVISION

The Highway Division at the Public Works Facility consists of 17 employees, four are Mechanics, one is a Dispatcher, and the 12 that are left maintain the infrastructure of the Town of Reading.

HIGHWAY DIVISION

The regular projects such as street sweeping, catch basin repair (68), roadside cutting, sidewalk and street maintenance, tree lawn repair, mixing and sifting loam and compost, traffic control, and cleaning of catch basins and ditches continued by priority and need. Street sweeping was started on April 2, 2007 and finished on June 29, 2007.

Miscellaneous

The Division placed and filled planters for the Adopt-An-Island Program, placed mosquito control tablets in the catch basins and detention areas for the Health Department, held Hazardous Waste Day, had an Adopt-A-Family in November and December, held Equipment Day at the Library and Town Day, and picked up appliances once a month.

Vehicle Maintenance

The Division repaired and serviced the equipment from Police, Fire, School, Building Maintenance, Council on Aging and Public Works Departments. They continued to take waste oil from the public during the week and on Saturdays.

Snow and Ice

During the Winter season of 2006-2007, the Division plowed three storms and sanded 10 times.

Special Projects

Installed drainage and constructed Woodland Road.
Paved the back playground area at Birch Meadow School.
Repaired the grounds and installed a parking lot at 1481 Main Street.
Skim coated Longview Road, one side of Barrows Road and Springvale Road.
Installed and paved the walkway at Wood End School down to Fox Run Lane.
Patched the parking lot at Imagination Station for Town Day.
Installed concrete pad for generator at Parker Middle School.
Helped the Water Department pave Vine Street from High to Mineral Street.

TOWN FOREST COMMITTEE

This was an active year at the Reading Town Forest. We had many requests to use different areas of the forest. Some of the activities were bird watching, hiking, cross country running and camping.

The scouting groups completed trail maintenance, board walks and stairway projects for which the Committee is grateful.

This year's Committee Member Ben Nichols moved out of State after more than 40 years of service. During his tenure, many acres were added to the forest. His presence will be missed.

The Committee thanks the Department of Public Works, the Reading Fire and Police Departments, the Conservation Commission, and the citizens of Reading for their support.

Respectfully submitted,

George B. Perry II, Chairman
Louis D. DeBrigard, Jr., Vice Chairman
Thomas W. Connery, Secretary
Joan Hoyt

FORESTRY - TREE WARDEN'S REPORT

Seventy-three hazardous trees were removed. These trees were dead or in a dangerous condition as to be a threat to public safety. Seventy hazardous tree stumps were removed from the tree lawns, parks, schools and playgrounds for public safety. One hundred and one trees were trimmed. Dead wood and low branches were removed from the public trees as requested or observed. Sixty trees were planted. The varieties included Sugar Maples, Zelcova, Sweet Gum, Gingko and Elms. Trees were planted at schools, cemeteries and as street trees.

The Compost Center on Strout Avenue continues to accept brush and leaves from residents. 43,006 cars entered the Compost Center in 2007. Residents are required to purchase stickers for use of the Compost Center.

The holiday lighting put up by the tree crew in the Town Square was once again very successful. There were 20,000 colored bulbs installed on the Common.

The Town of Reading was awarded "Tree City USA" for the 22nd consecutive year by the National Arbor Day Foundation. Five hundred Colorado Spruce trees were purchased and distributed to all the fifth graders. Thanks to the Reading Rotary Club who have sponsored and assisted in this program to make "Arbor Day 2007" a success in Reading.

A special thanks to all the Committees and Commissions working toward the preservation of Reading's public shade trees.

PARKS DIVISION

The Division continues to maintain 80 acres of grassed area throughout the Town, and also the facilities within the parks and schools. This includes the renovation as well as continued maintenance of all the ball fields on school or parks grounds. The Division maintains 16 tennis and basketball courts, the tot lots and the skating rinks, and also maintains the grounds for all municipal and school buildings.

The Division assists all Town Departments, Committees and Commissions with tree maintenance, snow and ice removal and Election set-up.

Respectfully submitted,

Robert L. Keating, Supervisor-Tree Warden

RECREATION DIVISION

The mission of the Reading Recreation Division is to provide the community with year round recreational activities. Recreation programs are broad based to meet the recreational needs of all segments of the population. The Division must continually update and modify its programming to meet the current needs of the community. As the community's participation and awareness of local recreational programs increase, so does their expectation of Recreation Division programs. The Division must be ready to anticipate and adapt to these growing expectations and trends.

The Division continues to look at trends and pop culture to produce programming that is innovative and exciting.

The Division offers a variety of programs to residents of all ages. A direct programming emphasis has been placed on Reading Middle School and Elementary School aged youth. The Recreation Revolving Fund continues to fund all programs for 2007. The Recreation Committee, with nine members and three associate members, provides guidance and support to the Division.

The Division has also created a close working relationship with a non-profit organization, Friends of Reading Recreation. FORR presented over 25 programs throughout the year to supplement recreational offerings as well as co-promotes programming with the Division from time to time.

Projects

The Division saw many major projects take shape in 2007. The year started off with the acquisition of a log cabin and 2.5 acre parcel that abuts Bare Meadow. This area will serve as a hub for plenty of outdoor recreational activities.

At Town Meeting in April, two major projects received support and funding. The first is a synthetic field at Parker Middle School. Once installed, this will make Reading one of the few communities with three synthetic fields. The installation is slated for Summer 2008.

The other major project that was approved at Town Meeting was the construction of six new tennis courts at Bancroft Avenue. The courts will be state of the art including brand new light fixtures. This was the course of action that was decided after the tennis courts were in disrepair. The courts are expected to be completed by June 2008.

In August, the Birch Meadow Playground got a significant face lift. The portable classroom that monopolized some of the open space was removed in favor of brand new asphalt. The entire playground area was renovated leaving some of the existing equipment, and supplementing that with equipment chosen by the students at the school.

Finally, the Town received a generous donation to fund the Memorial Park Master Plan in November. The plan includes newly renovated tennis courts and basketball court and the following:

- Reshaping the skating area to be non-symmetric
- Addition of passive activities; i.e., Horse Shoe Pits, Volleyball and Bocce Courts
- Paved and defined parking on Salem Street entrance
- ADA accessibility from Charles Street and Salem Street
- Additional trees for shade
- Meandering path around the park with marked distances for walkers/bikers

The plan is scheduled to begin in March/April 2008.

Programming**Winter/Spring**

Reading Recreation held the following programs for the Winter/Spring season:

- Spring Soccer Doctor Clinic
- “Spring Ball” Basketball Clinic with H.S. Basketball Coach Kim Penny
- Reading Baseball School – Pitching and Hitting with Coach Pete Moscariello
- Spring Tennis Clinics for Youths and Adults
- Challenger Biddy Basketball for Children with Special Needs
- Saturday Morning Sports Series
- Challenger All-Sports
- Inaugural Season of Itty Bitty Baseball
- Kids Just Love Crafts
- Reading Recreation Egg Hunt
- Baby Sitting Course
- Crafts Programs for Adults
- Puentes Spanish Program for Kids
- Fencing for Youth-Adults

Winter/Spring is the lightest season for programming as it is the bridge between very busy Fall season with the facilitation of Travel Basketball game scheduling, and the planning of Summer programs. It is also the season where time is allocated to field scheduling for the many youth and adult sports organizations. Itty Bitty Baseball was developed to compete as a T-Ball Program geared towards pre-school to first grade children. The first season was very successful with over 125 participants. The Spring season saw many successful programs including the popular Reading Baseball School which is run by Peter Moscariello. The Egg Hunt was again a huge success with close to 200 kids on hand.

The Recreation Division continues to offer programs such as a baby sitting class from the nurses of Winchester Hospital as well as Fencing for all ages. The Division believes that recreation is more than just the typical four major sports and can include enrichment type programs. We continue to explore other “art” activities and new programs that might be of interest to members of the community.

Summer

The Summer Camp Program averaged approximately 85% capacity in Summer 2007. This number is down about 10%. The recreation industry as a whole saw a drop in camp numbers. The average across the industry was estimated to be close to 30%. Just four years ago, this percentage was down to as low as 78%. The continued use of Coolidge Middle School has made a significant difference on the perceived cleanliness of the program. Jamie Walsh took over as Camp Director, and Lauren Dodge served as the Assistant Director. This year’s camp staff saw approximately 75% returning staff. Also, a strong Summer Camp staff had kids coming back week after week.

On the sports clinic front, the Recreation Division saw strong numbers in all of the sports clinics. The Division was happy to be back home in the Field House after a two Summer hiatus due to construction. The Field House serves as an excellent facility to run camps as it is equipped with all the amenities that are needed to run a quality camp. The Division was happy to add Reading Football Camps with Head Coach John Fiore to the Summer line-up.

Other successful clinics and programs included:

- Challenger Little League Baseball
- Volleyball Clinics
- Tiny Tot Soccer
- Basketball Clinics for Boys and Girls
- Reading Baseball Clinics
- Super Sports (three Sessions)
- Kids Crafts
- Tennis Clinics
- Track and Field Clinic

The Recreation Division also had some very successful trips in conjunction with our travel company Celebration Tours. The trips for Summer 2007 included Martha's Vineyard, Red Sox vs. the Baltimore Orioles at Camden Yard, The Tall Ships and a trip to "Cabbage Island." The Division continues to run these trips through this travel company at a very low profit.

The Division was pleased to bring back the "All Comers" Summer track meets on Wednesday nights.

One of the great traditions in Reading continued this past Summer with the "Theater on the Green" and "Touch of Class" concert series. "Theater on the Green" had a successful turnout this Summer each Wednesday afternoon, five concerts highlighted by "Wayne from Maine," a children's sing-a-long, and an exciting presentation by Curious Creatures with all sorts of great animals. These concerts are very well attended by anywhere between 75-125 people each Wednesday. The "Touch of Class" concerts included Reading's staple "Bob Bachelor's Totem Pole Orchestra," "Overdrive" and Reading's own "Steven Savio" among the seven concerts.

Between donations that were collected during each of the concerts and sponsorships from local businesses and organizations, the Division is able to run these concerts at minimal cost. These concerts take place at Memorial Park which is believed to be the oldest park in Reading.

Aside from the concerts, Reading Recreation ran a family movie series, and all events were very well attended. We enlisted help with these programs from the Friends of Reading Recreation and Selectmen James Bonazoli and Stephen Goldy.

Finally, the Recreation Division held its 17th Annual Reading Tennis Open. The Tournament was a success once again this year with over 100 players participating. All proceeds go back to the RMHS Tennis Program and new equipment for the Town courts. Gregg Luongo again served as the Recreation Tennis Professional for the fifth year, and he

did an outstanding job working with kids and adults. Tennis enrollment was consistent with the numbers of the year before. Many kids enjoyed the clinics so much that they signed up for more than one week.

Fall/Winter

The very busy Fall/Winter season for the Recreation Division produced many opportunities. The Division again offered a Jr./Sr. Volleyball Program for fourth to eighth grade students. The program was run by Michelle Hopkinson and several High School volunteers, and went very well in its second year with close to 35 participants. We will continue to look for ways to enhance this program, and possibly branch out into a travel program.

The Division continued to offer a Fencing Program with Olympic Coach Michael Tarascio which was open and populated by students from third grade to adults. The program is offered on Mondays and Fridays allowing students who own their own equipment to participate on both days.

The Division continued the Fall sections of the Saturday Morning Sports Series. This program is a compilation of different introductory sports including T-Ball, Soccer and Basketball. These programs are for four and five year olds, and has been a huge success. The classes are run by Recreation Program Coordinator Jim Sullivan and student workers from RMHS.

Recreation again offered Field Hockey in the Fall. Once again, this program was very successful and was run by Christine Gallagher. Other successful programs included Challenger Soccer run by Ralph D'Amico and Kids Just Love Crafts.

The Travel Basketball Program in 2007 featured over 180 participants with 15 travel teams competing in three different leagues. These teams are selected by coaches with input from the Recreation staff after a two day competitive try out. Teams are coached by volunteer parents and friends of the Recreation Division. Supplementing this program is the rebirth of the middle school in-town Basketball Program which is an intramural program that features kids of all abilities. The in-town program is staffed by various High School students and is supervised by Lauren Dodge and Rachel Pothier.

The Sunday Basketball Program is open to second grade players through fifth graders. Rachel Pothier and Lauren Dodge were hired to be the supervisors of Sunday Basketball. They have done an outstanding job showing the ability to run clinics, work with kids and supervise the referees. Over 20 High School basketball players were hired to work this program. The idea was to try to create a basketball community in Reading. Sunday Basketball had approximately 285 participants this year, and continues to be one of the most important programs for the Recreation Division.

The After School Learn to Ski Program will be run again this Winter starting in January. The elementary program had 45 participants. Coolidge and Parker Middle School continue to be successful with the Middle School program. The Coolidge side of the program had 28 kids this year, and the Parker side had 14 kids participate. One major change to the program this year was the reduction in length of program. The program we reduced from six to four weeks in an effort to reduce the price and commitment.

Special Needs Programming

Special Needs programming this year was offered by The Arc of East Middlesex Recreation in conjunction with the Recreation Division. Programs such as aquatics, social club and social dances were offered. The Arc offered successful programs such as Special Olympic training, bowling, teen groups, and social clubs to name a few. The participants are asked at the end of each session to fill out an evaluation form to give feedback. Margaret Veronelli ran the Challenger Little League and the Bowling Programs this past Summer and Fall, and both programs did very well with participation. The Division also continued offering Special Skates at the Burbank Ice Arena. This program is headed by Karen Ghirardi. The Division continues to look for other programming areas to expand into.

Brochure and Advertising

Reading Recreation continues its mailing of the Community Guide to every household in Reading three times a year. The Division began working with a new publishing company called Turley Publications. With a new printing company, the Division was able to introduce a glossy full color cover at a lower price than in year's past. The name of the community guide has been officially changed to Reading Recreation Magazine. The magazine also features Adult Education programming in the back. Participating agencies include Recreation, Police Department, Fire Department, Library Services, Elder Services, YMCA, Creative Arts and various in-town organizations.

Reading Recreation continues to post all of its programming and important information on www.ci.reading.ma.us/recreation. There is information on all current programs as well as upcoming events, contact information including links to many of the sports organizations websites. The site is maintained by the Recreation Division Clerk and is updated on a daily/weekly basis.

The Division continues to have success with "Notes from the Reading Recreation Division" that is placed on Ed-Line to the schools bi-monthly. These flyers have received a positive response from the community. We will continue with this undertaking as well as continue to send press releases to our local media outlets.

Personnel

Dan McGrath completed his tenure as Program Coordinator in February 2007. Dan has proven to be invaluable to the Recreation Division as he has helped with the administration of Summer Camp, Sunday and Travel Basketball and the Learn to Ski Program as well as the development of the Saturday Morning Sports Series and Recreation Sports and Games. Dan's four plus year's service to the Town was appreciated by the public he serviced.

Jim Sullivan was hired as the new Program Coordinator in March 2007. Jim came to the Town of Reading from the Arc of East Middlesex where he was Co-Director of Recreation. His education background is in Recreation from Bridgewater State College, and he has already asserted himself as a hard worker and strong programmer. Jim's main responsibility of his position is to create, organize and supervise recreational programs. With the assistance of the Program Coordinator, the Recreation Division was able to increase the amount of programs run by the Division staff.

Principal Clerk Sandra Beninati has left the Recreation Division in January 2008 to pursue a career change.

Administration

John Feudo begins his sixth year as Recreation Administrator. John, under the direction of the Recreation Committee, continues to manage the scheduling of all Town fields and oversee the every day operation of the Recreation Division. Permits are issued for every field in Town. Reading Recreation will continue to work with the local youth and adult sports organizations in maximizing field space.

Reading Recreation is continuously looking for available land for the development of new recreational facilities. A comprehensive capital plan has been developed to include tennis courts, basketball courts and backstop replacement over the next few years.

The issue of the use of Memorial Park has been sent to probate court for a ruling on clarification of the Deed. Currently, the Deed places restrictions on use for games of baseball, football and soccer. The Town Manager and Recreation Administrator had several meeting with neighbors to try to come up with an amendment to the Deed that would satisfy some of the current issues called into question. The Town should have clarification sometime in mid-2008.

The Recreation Division and the Recreation Committee continue to develop policies that will increase the effectiveness and efficiency of each Reading Recreation program.

Reading Recreation has been glad to offer the public over 180 recreational programs throughout the past year. The Division hopes to meet the communities changing recreational needs while providing them with a combination of safe, fun and educational programs. Suggestions of new programs are welcomed and encouraged.

Respectfully submitted,

John Feudo, Recreation Administrator

WATER DISTRIBUTION DIVISION

A total of 14 new water services were installed, the Water Division replaced 26 old water services, repaired 28 water service leaks, repaired 17 broken water mains, replaced 4 old fire hydrants, repaired 9 broken fire hydrants, rebuilt 49 fire hydrants, a total of approximately 7,370' of new water mains and 25 new fire hydrants were added to the distribution system, disconnected 11 water services for house demolition, replaced 3 water main gate valves, replaced 24 old water services from the water main to the sidewalk shut off for Chapter 90 road reconstruction, inspected the installation of water mains at Johnson Woods, Camp Curtis, High School, Benjamin Lane, Hallmark Medical, Danis Properties, Austin Prep. School, Stop & Shop, MWRA control valve, Longhorn Steak House and Bertucci's Restaurant projects, continued cross connection control program, performed hydrant flow test for Austin Prep. School, Stop & Shop, Fraen Corp., # 80 Main Street and MWRA control valve projects, all drinking fountains and Town irrigation systems turned on in Spring and turned off and winterized in Fall, two seasonal laborers painted and lubricated hydrants over 1/4 of Town, completed annual water inventory, loam and seed on

all water jobs, hot topped water and sewer trenches, checked and maintained two water booster stations daily, cleaned and maintained the grounds, cutting grass, etc. at the Auburn Street tank site, lowered and raised water gate boxes for construction jobs, conducted a leak detection survey, assisted Highway Division during snow plowing operations, removed snow from business district, churches and schools, shoveled snow from fire hydrants. The Town's Water Conservation Program awarded rebates for 243 energy efficient washing machines, 49 water saving toilets and sold 102 rain barrels.

The Water Distribution Division is developing a distribution system layer for the Town's GIS system.

Meter Room

The regular quarterly water meter reading cycle was supported, 510 work orders were received and completed, 268 bill to date readings were taken, 8 meters were removed, approximately 4,000 new outside radio units were installed, 6 meters were reset, 13 meters tested correct, 18 meters tested incorrect. The Water Division will continue installing a new radio reading system and new water meters.

SEWER DISTRIBUTION DIVISION

Approximately 8500' of sewer mains were cleaned and TV inspected, 40 sewer manholes were sealed and lined, 1692 sewer main joints were tested and 1198 sewer main joints were sealed, 4 sewer laterals were sealed, replaced 8 sewer manhole frames and covers, cleaned wet wells at all sewer stations, checked and maintained 12 sewer stations daily, cleaned approximately 1/4 of the sanitary sewer main system, cleaned and maintained the grounds, cutting grass, trimmed bushes, etc. around the sewer stations, completed work orders re: leaks, broken gates, etc., exercised emergency generator weekly, completed the annual sewer inventory, assisted Highway Division during snow plowing operations, removed snow from business district, churches and schools, shoveled snow from fire hydrants.

The Sewer Distribution Division is developing a collection system layer for the Town's GIS system.

WATER TREATMENT PLANT

General

A total of 650.693 million gallons of water was purchased from the MWRA and delivered to the distribution system in 2007.

The highest single day's consumption was 2.89 million gallons on June 27, 2007. The highest week's consumption was for the period June 24, 2007 to June 30, 2007 with an amount of 18.37 million gallons, and the highest month was August with an amount of 69.623 million gallons.

Average daily usage for 2007 was 1,787,272 gallons. The average daily per capita use (use by each individual) for 2007 was 54 gallons per person per day.

The MWRA mailed the ninth annual drinking water report to all customers in June.

This was the first full year of the Town receiving 100% of its drinking water from the Massachusetts Water Resources Authority. Transitioning from a groundwater supply to a surface water supply was the most prevalent adjustment necessary for the Town.

Under the conditions required by the August 6, 2006 Administrative Consent Order (ACO), the Town entered into, with the Department of Environmental Protection (DEP), a plan submitted to DEP addressing the decommissioning and deconstruction of the Water Treatment facility, converting the water supply wells to emergency status and steps to maintain them for use in an emergency situation with the ability for disinfection, maintaining ownership and control of the Zone I (400' radius) and protection of the Zone II (well recharge area).

As a condition of the DEP ACO, the Water Treatment Plant was decommissioned with all treatment chemicals and water removed from the facility. The wells were placed in emergency standby mode. Both the Treatment Plant and wells were maintained to pump water to the distribution system with disinfection capabilities in the case of a dire emergency for fire protection. Upon all appropriate approvals, the plan is for the demolition of the Treatment Plant. The wells will continue to be maintained as stated above.

Construction and installation of the control valve, piping and related SCADA to automatically control drinking water flow from the MWRA into our distribution system and storage tanks was 95% completed.

CDM and the Water Department continued the \$1 million Water Conservation Program, which incorporated emphasis on rebates for low flow washing machines, toilets, irrigation rain sensors and rain barrels. There has been over \$220,651.00 in rebates to residents since the program's inception. The program's school educational phase was implemented. Meg Tabasco, Education Coordinator for the MWRA, continued her program and made presentations to all third grade classes in Town focusing on water supply and conservation. Additionally, irrigation system audits were provided as well as home water saving devices were made available at the DPW Office all of which were funded from the program.

Supply

Weston & Sampson, consulting engineers and the Town began the process of a possible settlement with the AGFA Corporation on the low levels of chlorinated volatile organic contaminants found in the Revay Well, which have been attributed to the AGFA facility on Industrial Way in Wilmington. Revay Well was voluntarily taken out of service in 2001 when the contaminants were detected.

Work continued to convert the water supply system to an emergency back up system with the ability to provide disinfection.

Water Treatment Plant

The Water Treatment Plant was maintained as an emergency back up system with the ability to provide disinfection as required under the DEP Consent Order issued relating to the 100% MWRA supply.

2007 MWRA Water Purchased

Month	Million Gallons	Days	Average Day
January	45.35	31	1.46
February	42.72	28	1.53
March	46.93	31	1.51
April	46.86	30	1.56
May	60.90	31	1.96
June	68.16	30	2.27
July	67.84	31	2.19
August	69.62	31	2.25
September	61.21	30	2.04
October	50.22	31	1.62
November	43.93	30	1.46
December	46.95	31	1.51
TOTAL	650.69	365	1.78

2007 Rainfall Records

<http://www.mass.gov/dcr/waterSupply/rainfall/>

Month	Precipitation Measured in Inches	Accumulated Measured Total Precipitation	DCR Posted Normal Precipitation
January	2.47	2.47	3.63
February	2.00	4.47	3.22
March	4.53	9.00	3.98
April	8.09	17.09	3.70
May	5.34	22.43	3.57
June	2.23	24.66	3.49
July	3.40	28.06	3.43
August	1.11	29.17	3.60
September	2.48	31.65	3.57
October	2.97	34.62	3.68
November	3.71	38.33	4.03
December	5.12	43.45	3.81
TOTALS	43.45	43.45	43.71

Total rainfall in 2007 as measured at the Louanis Water Treatment Plant was 43.45" which is .26" below the Department of Conservation and Recreation (DCR) composite normal for the northeast region as posted on February 1, 2007. Monthly normal values computed by DCR are based on averages for the entire period of record for northeast region stations having the longest period of record and are located in Concord, Lawrence and Waltham.

READING PUBLIC SCHOOLS

Patrick A. Schettini, Jr., J.D.
Superintendent

John Doherty
Assistant Superintendent

Mary DeLai
Director of Human Resources and Finance

School Department

This report represents the activities, accomplishments and events of note that occurred in the Reading Public Schools during the 2007 calendar year.

Leadership Change

- Lisa F. Gibbs was elected Chair of the Reading School Committee for the 2007-2008 school year.
- David C. Michaud was elected Vice Chair of the Reading School Committee.
- Cathy Giles was appointed Principal at the J. W. Killam Elementary School.
- Colleen Dolan was hired as the Director of the Pupil Services Department.

Notable Events

- In 2007, the Reading School Committee continued to move forward with the renovation and additions to the Reading Memorial High School (RMHS).
- The Reading Memorial High School construction and renovation of the existing "C" building, new Library and Auditorium were completed in the Fall to allow the move into the newly renovated spaces to occur over Winter break in December. Our students began 2007 in a newly renovated building with cutting edge technology and facilities.
- The Reading Public Schools is in the second year of the Federal American History grant totaling \$998,084 over three years. The district is in partnership with Danvers, North Reading and Lowell. The district, in partnership with the Reading Police and Fire Departments and the Reading Coalition Against Substance Abuse, secured a grant totaling \$1,500,000 to develop strategies to combat substance abuse in our Town. We also secured a \$100,000 School Safety grant.
- The Class of 2007 experienced an extraordinary level of success in their efforts to matriculate into our Nation's most academically challenging programs. The following is a report on their plans:

85.4 % - Four Year Colleges

3.8% - Work

6.9% - Two Year Colleges

0% - Armed Services

3.5% - Business/Technical/Prep Schools

0.4% - Other

- Once again, the Reading Memorial High School students have attained scores that place the school within the top echelon of all high schools in the Commonwealth, and all of the seniors in the Class of 2007 met the MCAS graduation requirement.
- Coolidge Middle School is renewed as a NELMS Spotlight School, and is named a Blue Ribbon Lighthouse School.
- Parker Middle School and Joshua Eaton Elementary School were named as Blue Ribbon Lighthouse Schools.
- A group of teachers/administrators traveled to the Blue Ribbon Conference and participated in several presentations.

- The Parker faculty is in their second year of focusing on Core Values with a two-fold goal, to revise the Core Values that have been in place for some time (honesty, integrity and critical thinking), and practice the Core Values when we do collaborative work.
- Using a template called “Understanding by Design” developed by Wiggins and McTighe, the Parker and Coolidge Middle Schools continue to work on a common curriculum to assure that all students at each school will leave the middle schools having the same understandings and skills.
- Last year, the last major component of our Language Arts Curriculum Initiative was implemented with the introduction of the Wilson Language “Foundations” Phonics Program in all of our Kindergarten and first grade classrooms. This Fall, it was expanded to the second grade level.
- The District’s Elementary Editing Checklist was also introduced as a pilot program in conjunction with the John Collins Writing Program.
- The Language Arts Program enhanced teaching strategies this year by incorporating the LINKS graphic organizers into student writing. A greater focus on non-fiction reading was also an emphasis at all grade levels. Grades four and five began the first year of a Social Studies initiative through the use of the Harcourt Horizons Social Studies Program.
- The district continues to upgrade technology with the addition of 15 SmartBoards.
- The Birch Meadow School is focusing on school, family and community, holding several events including a Pancake Breakfast, Painting Day, Arts Night and Family Game Night.
- The Barrows School implements the “STARS” Program (Students That Act Responsibly Shine).
- Several schools implement Curriculum Initiatives – Open Circle and Differentiated Instruction with many teachers participating in professional development activities and workshops.
- The Joshua Eaton Clock Tower Preservation Committee is established to restore the Clock Tower, and celebrate the 250th Anniversary of the birth of Joshua Eaton.
- The Killam School conducted Mathematics workshops for parents designed to familiarize parents with the program.
- The Wood End School continues to focus on character development and positive student decision through consistent positive reinforcement.
- The Wood End School pilots the Grade 3 Wilson Foundations Phonics Program.
- The ongoing Killam Pillars of Character Program conducted six successful assemblies during the school year.
- All elementary schools implement Allergy Guidelines.
- The Pupil Services Department continues to work, in conjunction with regular education, in the creation of internal programs and supports to assist students access to the curriculum, and on their goal of controlling out of district costs by developing new programs.

Reading School Committee
Lisa F. Gibbs, Chair

Leadership

There were several changes in leadership of the Reading School Committee. Elaine Webb was re-elected for a three-year term. Committee Member Harvey "Pete" Dahl decided not to run for re-election. Charles Robinson was elected to a three-year term.

At the Committee's annual reorganization in June, Lisa Gibbs was elected Chair and David Michaud was elected Vice Chair. Other members of the Committee are Chris Caruso, Carl McFadden, Charles Robinson and Elaine Webb.

School Construction Projects

In 2007, the Reading School Committee continued to move forward with the renovation and additions to the Reading Memorial High School (RMHS).

The RMHS construction and renovation of the existing "C" building, new Library and Auditorium were completed in the Fall to allow the move into the newly renovated spaces to occur over Winter break in December. Our students began 2007 in a newly renovated building with cutting edge technology and facilities.

Budget

The School Committee engaged in a comprehensive process of establishing the FY 2008 Budget. Numerous meetings were conducted to discuss the various priorities, and how the budget should support the District Improvement Plan. The final budget, while below the initial recommended budget put forth by the Superintendent, met the guidelines as proposed by the Finance Committee, and was presented at the Annual Town Meeting on April 23, 2007.

Reading Public Schools
Budget Summary
Fiscal Year 2008

	<u>Recommended Budget</u>
Administration	\$910,914
Regular Day	\$20,548,755
Special Needs	\$8,593,437
Other School Services	\$1,058,021
Custodial/Maintenance	<u>\$3,676,408</u>
TOTAL	\$34,787,535

Massachusetts Comprehensive Assessment System (MCAS)

Reading's Statewide prominence in the MCAS rankings continued in 2007 as Reading placed in the top 20% of all Massachusetts districts in MCAS performance. This represents a significant accomplishment for a system that continues to spend almost \$1,500 below the State average on per pupil spending. This achievement continues to define Reading as a school system that always gets more performance for less money. We continue to be a frugal district that sets high expectations, and achieves these goals through a collaborative effort of the administration, the teachers, the students and the parents. This is certainly a model to be envied throughout the Commonwealth of Massachusetts. The School Committee is very proud of our accomplishments in this regard, and sees this as the standard for accountability....high scores, low cost.

Student Enrollment

As students returned to school in September of 2007, it is apparent that with the construction done, our students are staying in the school system. We have seen increases at all levels this year. Student enrollment in the Fall of 2007 (FY 2008) stood at 4,354 students. See chart below.

<u>Reading Public Schools</u> <u>Student Enrollment FY 2008</u>	
Elementary Schools K-5	2,062
Middle Schools 6-8	1,032
High School 9-12	1,260
Special Education	*22
TOTAL	4,354
* This is the number of enrollees in our "substantially separate" Special Education classrooms. Reading students who receive full-time Special Education services outside of Reading are not counted in this chart.	

Achievements

Reading Memorial High School graduated 260 young men and women in 2007. While many of our graduating seniors are attending some of the most prestigious universities in the country, all are moving into the future with a solid portfolio of skills which will help their success in any environment they choose. While we naturally point to acceptances at schools like Tufts and George Washington University as an indication of our system's success, it is the goal of the School Committee and a better measure of success that we find appropriate placements for all of our students that will further prepare them to be productive, contributing citizens of our country.

In addition to the success of our graduates, we can continue to take pride in the success of our students at all levels. Our athletic programs continue to be one of the best in Massachusetts with our student athletes demonstrating athleticism, intelligence and, above all, sportsmanship.

Our students take part in a number of Statewide competitions including the Science Olympiad Program, National History Day, Drama Fest and numerous Band competitions. Our success at all levels is almost too numerous to repeat but continues to reflect on the efforts of the students, staff and parents. We are always indebted to those in the community who provide the additional support when the School Department cannot. It is this support from our PTO's, the Boosters, the Band and Drama Parents support organizations, the Technology Fund, just to name a few, that provide the added support and encouragement that fosters a sense community and promotes participation and success.

Reading Memorial High School
Joseph L. Finigan, Principal

Reading Memorial High School enjoys a strong reputation among high schools in the Commonwealth of Massachusetts. The richness of our curriculum, the preparation of our faculty, the achievement of our students at levels well above State and National averages on standardized tests, and the record of college admissions at the Nation's leading universities confirm a pattern of excellence. Education has historically been the focus of our Reading community. The combination of highly motivated students, supportive parents, a talented faculty, and the outstanding support of the community reflected in the construction of the new building suggests that the Reading Memorial High School is a model of what quality public education can be.

In addition to preparing students for college study and for productive adult lives, we emphasize student participation in the broader community. Our extensive roster of athletic opportunities, the drama program, music offerings, club activities and service options promotes a commitment to others through teamwork and dedication to principle. There is a vitality of spirit at this High School that underpins all that we do, and we value community interest in our school.

The culture at the Reading Memorial High School makes it a special place. It is an incredibly exciting time to be at RMHS. We are setting the course for a future that will expand and increase the opportunities and resources for our students.

RMHS students continue to achieve above State averages on the MCAS with 100% passing rate. Our students also scored above the National average on the various SAT tests. Last Spring's graduating class, as is expected, distinguished itself with many acceptances at outstanding colleges and universities. The professional development of RMHS has been focused on the incorporation of new technology into the instructional and administrative facets of the classroom; however, other opportunities for teachers supported the district's instructional emphasis in delivering strong curriculum and creating small learning communities.

Finally, with all the changes and challenges of an ambitious construction project, all parties to the educational process, including Town Departments, are to be commended for their understanding, cooperation and perseverance in making this past year a successful one for RMHS students.

RMHS Building Project

Members of the RMHS community express a heartfelt thanks to the Reading community for their support in the construction of the new school building. Clearly, Reading taxpayers recognized the value which the new building adds to the community but, more importantly, how it adds value to the lives of each and every student who comes through the doors of the school today and in the future. January 2007 marked the “move-in” in the final phase of the building project. As the students, faculty and community settled into the new building, an overwhelming sense of excitement and promise for the future has been shared by young and old alike. It is with the deepest gratitude and pride that RMHS students, faculty and administration share this facility with the greater Reading community.

While the move into the new building cannot be understated, we are most proud of how our students and faculty maintained a positive and constructive learning environment. Our students were extraordinary in their flexibility and understanding throughout this project. The RMHS custodial staff and the Reading Public Schools Maintenance Department were critical in the building project. Special thanks are extended to Director Joseph Huggins and Assistant Director Donald Johnson for their assistance in the management of the “The Moves.” RMHS Technology Specialists Joe Cain and Matt Wilson coordinated the installation of computers and other technology in the classroom and office areas.

Building Overview: High School renovation and addition
1420 student capacity
151,000 square feet
\$54 million project cost

In the district’s largest project ever, the 1953 building and the 1970 addition received new construction and renovation to accommodate the school’s growing enrollment. Design centered around three public zones that make up the learning community - (1) Entrance Lobby: Plaza and lobby defined by the Veteran’s Memorial, an inspirational celebration of liberty and opportunity, (2) Atrium or “Student Commons:” A connecting space that encourages openness and inclusion among different peoples and programs and (3) Main Street: A celebration of school spirit and links to the community.

Sixty-five classrooms exhibit flexible design for varied instructional approaches, all outfitted with SmartBoards technology, Internet and computers. University quality Science Labs and a new Media Center which serves as a hub for a variety of means for students to access technology, support the strong curriculum at RMHS.

A new 900 seat Performing Arts Center supports the RMHS Drama and Music Programs with state of the art lighting and sound systems. Renovations to the second largest Field House in the State of Massachusetts incorporated a synthetic floor, climbing walls and a fitness center which will be utilized by all students to promote positive life choices. Two synthetic turf athletic fields, running track and press box are additions to the exterior athletic facilities. Appropriate technology and safeguards for student safety and security are included in the new building.

The new Reading Memorial High School reflects a building that is preparing our young people for the world in which they will live. Members of the community are encouraged to visit the school, and share in the enthusiasm of the impressive atmosphere for learning.

Staffing

There were 19 additions to the RMHS faculty and staff this year. Seventeen of the faculty positions are full-time teaching assignments and four are part-time. These include replacements for the Department Chairperson roles in the areas of Special Education and Wellness and Physical Education as well as the School Nurse position. Of the 19 assignments, 15 are full-time and four are part-time. These positions emanated because of retirements from the 2006-2007 school year, some were due to staff personnel seeking other career pursuits, and others were created due to previous staff members not being rehired.

Listed below are the names of the new faculty and staff members of RMHS for the 2007-2008 school year:

Pamela Girouard, Dept. Head of SPED	Thomas Zaya, Dept. Head of Wellness and P.E.
Jennifer Baskin, English	Paul Mahoney, Wellness and P.E.
Stephanie Bejtlich, Special Education	Andie Merkwitz, Special Education
Geeta Barde, Science	John Nolan, Foreign Language
Elizabeth Clerc, Foreign Language	Fiona Schuette, Science
Mary Christine Dion, Foreign Language	Laurie Smith, Foreign Language
Lynn Dunn, Director of Nurses	Henry Skehan, Mathematics
Michael Guarino, Special Education	Richard Trakimas, Science
John Harrison, Mathematics	Audra Williams, English
Angela Merrill, TV Production	

It should also be stressed that veteran teachers have mentored each new teacher in order to help the protégés make the transition to RMHS as smooth as possible.

Class of 2007

The Class of 2007 experienced a very successful year in their efforts to matriculate into some of the most academically challenging programs. Our top students were accepted at many institutions of higher learning including American University, Bates College, Boston College, Boston University, California Institute of Technology, Case Western Reserve University, Colgate University, Cornell University, Fordham University, George Washington University, Mount Holyoke College, Oberlin College, Purdue University, Rensselaer Polytechnic Institute, Skidmore College, Smith College, Tufts University, Vassar College, Villanova University, University of Rochester, Worcester Polytechnic Institute and many others.

A complete breakdown of post-graduate plans for the 260 graduates are as follows:

Four year colleges	(222)	85.4%	Work	(10)	3.8%
Two year colleges	(18)	6.9%	Undecided	(1)	0.4%
Prep School	(2)	0.8%	Armed Forces/Service	(0)	0.0%
Technical School	(7)	2.7%	Academy		

RMHS School Improvement Initiatives

The Steering Committee for School Improvement (SCSI) was formed in the Spring of 2007 to allow for shared leadership, information and decision making among teachers and administrators at RMHS. Members of the Committee represent the administration, Science, Social Studies, Business/Technology, Mathematics, Special Education and Library Departments. The Committee generally meets on a bi-weekly basis, and chairs a Monthly District Committee Meeting for 15 RMHS staff.

Following a cycle of continuous improvement based upon best practices, research, and school self-assessment, the Committee aims to: Take stock of existing practices, identify gaps between existing practice and best or desired practice, generate and study strategies to adapt, create an action plan and implement the plan.

The best practices resources that the Committee utilizes include: Breaking Ranks II, the Small Learning Communities Program of the U.S. DOE, the Blue Ribbon School Improvement Process and the School/Principal's Vision.

Based on our data collection and research, the Committee has determined to focus on the following goals:

1. Ensure a rigorous curriculum for all students
2. Increase personalization for all students
3. Provide all students with the skills needed for success in post-secondary education and careers.

In November of 2007, RMHS underwent the Blue Ribbon Schools of Excellence Assessment. The Blueprint for Excellence is a comprehensive school assessment designed to assist schools in self improvement. The process assesses the quality of academic and instructional programs, and assists in developing a school-wide action plan to ensure measurable student achievement. The information gathered from the assessment will be used to support RMHS work in the development of the five year New England Association of Schools and Colleges (NEASC) mid-cycle report which will be completed in June 2008. The NEASC process does much to recognize the school's strengths, and make specific recommendations to enhance future goals.

In the coming years, our focus will be on supporting our students on many levels as they mature as students and people during their years at RMHS, and to provide them with the 21st Century skills which will be critical to ensure future success for all of our students.

MCAS Testing

The sophomore class performed exceptionally well on both the English Language Arts and Mathematics tests compared with other sophomore students throughout the Commonwealth. In addition, it should be noted that every member of the Class of 2008, the current senior class, has met the State requirements of passing both the MCAS English Language Arts and Mathematics tests either during their sophomore year, or by means of the MCAS Retest format during their junior or senior year.

Most assuredly, the commitment and dedication of the faculty and staff, the diligent, conscientious effort on the part of the students, and the high quality of the academic programs both at the High School and throughout the Reading School District are all factors in helping the students surpass the goals for improvement established by the Massachusetts Department of Education.

2007 MCAS Grade 10 Results

	Math		English	
	State	RMHS	State	RMHS
Advanced	42%	57%	22%	34%
Proficient	27%	30%		49%
50%				
Needs Improvement	22%	11%		24%
14%				
Failing	9%	2%	6%	2%

RMHS Proud Highlights: Honors and Departmental Achievements

Graduation 2007

Valedictorian: Samuel Lawton

Salutatorian: Kristin J. Finigan

English

First Annual RMHS English Department Poetry Contest (in April, National Poetry Month)

Theme: "New Beginnings"

Contest Winner: Megan Cadden "New Beginnings"

Honorable Mention for Sound Quality: Nate Fisher "War Is Over"

Honorable Mention for Humor: Hannah Owens "A New Beginning"

RMHS Shakespeare Competition (Boston Branch of the English Speaking Union)

Winner: Hannah Owens (performed monologue and sonnet at The Museum of Our National Heritage, Lexington)

Key Department Clubs/Advisors:

The Orbit, Mr. John White

Impressions, Mrs. Sabrina Blair and Ms. Katherine Crosby

Foreign Language

Installed new language lab in March, won many medals in National Latin Exam (under guidance of Mrs. S. Fritz and Mrs. S. Hennessy), participated in day of French activities at Milton High School sponsored by French Embassy, successful College Board audits completed for AP French and AP Spanish, supported members who presented workshops at Teachers Sharing Day in April (Mrs. Danja Mahoney, Mrs. Nancy Irons, Mrs. Susan Fritz and Mrs. Joanne Alvarez), acknowledged the retirement of Department Head Dr. Anthony DiSanzo and had appointed Department Head Mrs. Joanne Alvarez, had members attend Mass Bay American Association of Teachers of Spanish and Portuguese (Mrs. J. Alvarez), Harvard Peabody Museum (Mrs. J. Alvarez and Mrs. S. Hennessy), Northeast Consortium (Mrs. S. Hennessy), and the American Classical League's Annual Institute (Mrs. N. Irons).

Mathematics Department

Initiated AP Statistics course, created new curriculum for courses 212 Algebra and 210 Algebra Support so that almost all incoming freshmen would be enrolled in an Algebra or Geometry class, pleased that AP Calculus and AP Statistics scores were very high, obtained new computer software, Autograph, which has the potential to use technology to enhance student learning in most Math courses.

Science Department

Added courses CAD 1 - Computer Aided Design (Dr. A. Ballantyne), AP Biology (Mrs. M. Moore), developed curriculum for new ninth grade College Preparatory Biology.

Social Studies Department

Sponsored our participation in National History Day. The students who qualified for the Finals at the University of Maryland were:

Students: Brian Castelluccio, Catherine Gregorowicz and Kerry Lynch
 Project: Stranded At Sea: The Tragic Loss of the USS Indianapolis and the Triumph of Her Crew
 Award: First Place
 Also, National Archives Award for Best Use of Primary Sources in a Group Exhibit

Students: Kathleen Lenox and Christina Mastrocola
 Project: From Sea to Shining Sea: The Triumph and Tragedy of the Transcontinental Railroad
 Award: Second Place
 Also, National Archives Award for Best Use of Primary Sources in a Group Documentary

Students: Catherine Carey, Maria Pandolfo, Julia Rafferty and Alison Stager
 Project: Long Live Freedom: The Triumph and Tragedy of the White Rose
 Award: Second Place

Fine Arts**Drama**

Massachusetts High School Drama Guild
 State Award for Set Design - First Place: Jessica Hegarty
 State Monologue Competition - Second Place: Kimberly Pomerleau
 RMHS Theatre Arts Awards 2006-2007
 Excellence in Acting: Kimberly Pomerleau
 Excellence in Acting: Sarah Hunt
 Excellence in Acting: Benjamin Gass
 Excellence in Dance: Kathleen Burns
 Excellence in Stage Direction: Emily Andrews-Rice
 Excellence in Stage Management: Benjamin Trites
 Excellence in Play Writing: Daniel Hanson
 Excellence in Technical Direction: Delia Harrington
 Theatrical Stage Lighting: Taylor Swyter
 Theatrical Set Design: Jessica Hegarty

Drama (Continued)

Theatrical Make-up Design: Amanda Janowski

North Shore Music Theatre Spotlight Award 2007

Best Set Design: Mr. Bill Endslow

Young Playwrights Honors 2007

(Auspices of Boston University, North Shore Music Theatre, Boston Playwright's Theatre)

Dan Hanson, Jessica Hegarty and Delia Harrington

Music

Northeast District Jazz Band Competition Outstanding Musicianship Awards: Chris Bye, Mike Oehmen and Alison Melkonian

Central District Jazz Band Competition Outstanding Musicianship Awards: Miranda Sachetta, Mike Barrasso and Greta Asgeirsson

IAJE State Finals Outstanding Soloist Award: Mike Oehmen, Sam Lawton and Nick Russo

Northeast Senior District Orchestra: Alison DaCosta, Greta Asgeirsson and Ben Owens

Northeast Senior District Concert Band: Matt O'Donnell

Lions All State Band: Chris Bye and Christina Caiazza

All State Concert Band: Alison DaCosta

All State Orchestra: Greta Asgeirsson

All State Jazz Band: Kirk Roffi and Kevin Solwoski

UNH Jazz Festival Outstanding Soloist Award: Mike Oehmen

Berklee Jazz Festival Judges Award: Miranda Sachetta

Northeast District Jazz Band Competition MVP Award: Mike Oehmen

Central District Jazz Festival Competition MVP Award: Miranda Sachetta

Massachusetts Instrumental Conductors Association Marching Band Championship:
Finals Gold Medal

New England Scholastic Band Association Marching Band Championship: Finals
Gold Medal

Northeast District Jazz Band Competition: Gold Medal

International Association of Jazz Educators State Finals: Gold Medal

UNH Jazz Festival All New England: Top three Finalists

Athletics

Middlesex League Championships: Volleyball (G), Track (G) Indoor, Gymnastics (G), Ice
Hockey (B), Ice Hockey (G), Track (G) Outdoor, Track (G) Outdoor, Baseball, Volleyball (G)

- Division I Finalist, Track (B) Indoor - Mass State Indoor Relays Class B Champs. Softball -

North Division I Champs, Ice Hockey (G) - Division Sportsmanship Award

Athletic Director: NIAAA State Award of Merit

Overall Program: District B Sportsmanship Award (4th award)

The Boston Globe's Ames Award 2007, Highest Winning Percentage in Division II

MIAA Sportsmanship Summit Essay Contest:

Brian Castelluccio: Honorable Men

Jeff Arena: Finalist

Arthur W. Coolidge Middle School
Craig Martin, Principal

Introduction

The mission of the Arthur W. Coolidge Middle School is to create a challenging and respectful environment for all students, and to provide the varied experiences necessary for becoming confident, independent learners. The Coolidge Middle School continues to strengthen this mission by fostering a “learning community” for all, including staff, students and parents. Such a school is often defined as having a shared mission and vision, valuing the collective inquiry that accompanies a constant striving to improve, working within the structure of collaborative teams who share a common purpose, maintaining a willingness to try new approaches and assessing efforts by examining results.

As we continue to strive to always be a school that successfully addresses the social, physical, intellectual and emotional needs of all its students, we look forward to accomplishing the new goals set forth in our School Improvement Plan while, at the same time, we celebrate our successes of the previous year. Below are just a few of the highlights...

Science Olympiad Team

Coolidge Middle School was once again very proud of its Science Olympiad Team who earned first place in the 2007 Massachusetts Science Olympiad last March, and went on as State Champions to represent Massachusetts at the National Science Olympiad Tournament at Wichita State University Kansas. Nationally, the team earned 10th place, making it the fourth Top Ten finish in the last four National Tournaments Coolidge attended (6th - 2003, 8th - 2004, 9th - 2006 and 10th - 2007).

MICCA Band

The MICCA Band received a Bronze Medal at the Annual MICCA Festival. At the MICCA Small Ensemble Festival, students were awarded one Gold medal, three Silver medals and one Bronze medal.

Jazz Band

The Middle School Jazz Band, comprised of both Coolidge and Parker students, received a Gold medal at the IAJE competition.

Student Poets

Several Coolidge students had their poems chosen for publication by Pine Tree Poetry, and the school will be getting a free copy of the book for the Library.

New Technology

Coolidge received several RTEF grants, enabling the school to acquire several new instructional tools including software programs, a document camera and a “Writer” cart. With the help of our PTO, Coolidge has also been able to equip three more classrooms with SmartBoards and LCD projectors.

Visiting Authors

Coolidge students benefited from two author visits during the year – Ruby Bridges and Mitali Perkins. Both authors provided inspiring enrichment programs for both staff and students.

Helping Others

Coolidge students again participated in several charitable efforts throughout the year, benefiting such organizations as “Doctors Without Borders” and Shriner’s Hospitals.

After-School Activities

With the help of our PTO, Coolidge has been able to begin several new after-school student activities to benefit our students. A few examples include chess and cribbage club, boys’ chorus, girls’ chorus, fitness, field hockey, Scrabble club, flag football and cross country.

Career Day

The school hosted its first annual “Career Day” for students last Spring with over 30 parents and community volunteers. The day was very successful and received very positive reviews from both students and parents.

Blue Ribbon Schools of Excellence

Coolidge Middle School was proud to be featured again this year at the National Blue Ribbon Schools “Blueprint for Excellence” Conference. As a National “Lighthouse School,” Coolidge was invited to present at the Conference, and four staff members (Sarah Doane, Marcia Grant, Geri Kelley and Megan Nelson) accompanied Principal Craig Martin to the Conference. Coolidge staff members also had the opportunity to attend numerous workshops, to visit exemplary schools in the area, and to connect with professional colleagues from outstanding schools across the Nation.

New England League of Middle Schools (NELMS)

As a New England League of Middle Schools “Spotlight School,” Coolidge was again proud to participate in the NELMS Annual Conference last Spring. Several staff members, including Principal Craig Martin, Assistant Principal Marie Pink, School Psychologist Mark Burton, Math Teacher Charlie Smith and English Teacher Liz Geraghty also presented at the Conference which is held each year in Providence, RI.

French Consulate Award

Coolidge eighth grader, Morgan Bruzzese, was honored by the French Consul General of Boston. Her illustration “Champlain meets the American Indians” was chosen as the winning entry in their greeting card drawing competition. To commemorate the 400th Anniversary of the creation of Quebec City, the French Consulate in Boston offered this competition to New England middle school students who are taking French. The winning illustration was chosen from almost 200 applicants from across New England, and was printed on the official holiday greeting card for both the Consulate General of France in Boston and the Quebec Government Office in Boston. The French Consul General (M. François Gauthier) and the Québec Delegate (Mme. France Dionne) came to Coolidge to make a formal presentation and to present the award.

Educational Forum in China

Coolidge Principal Craig Martin was among a small group of American educators invited to present at the Eighth China International Forum on Education held in Beijing, China. Blue Ribbon Schools of Excellence, Inc. coordinated the invitations for the U.S. delegation, and these delegates had the opportunity to observe classrooms, present to an international audience, and to discuss topics with experts from such countries as China, Britain, Spain, Italy, Singapore and Australia. More than 30,000 visitors representing 600 colleges, universities and K-12 schools from 41 countries and regions attended the Forum. Principal Craig Martin's presentation at the Forum was titled "Student Focus and Support: Helping All Students Succeed."

MAPERD Teacher of the Year

Coolidge recently received word that the Massachusetts Association of Physical Education, Recreation and Dance (MAPERD) has selected Coolidge Teacher Paula Graham as their Massachusetts Physical Education Teacher of the Year.

Mrs. Graham will actually be receiving the award at a banquet in her honor in March, and she will then go on next Fall as the Massachusetts nominee for the selection of the teacher from the entire Eastern region. We should soon be receiving further details regarding this from MAPERD and at that time, we will pass on all the information so the entire community can congratulate Mrs. Graham on this great honor.

**W. S. Parker Middle School
Linda Darisse, Principal**

Introduction

The W. S. Parker Middle School continually works to improve through a process which addresses three main areas of need: Curriculum, instruction and assessment, school climate and shared leadership. Staff, parents, students and community members are working together to build a school community which focuses on the needs of pre-adolescents and adolescents, educationally, socially and emotionally. Part of this process is to reach out to the Reading community and beyond as we continue the Parker tradition of being a school which values life-long learning and service to the community.

School Improvement Plan

The School Improvement Plan (SIP) was written by the School Site Council in the Spring of 2007. The plan correlates to the District Improvement Plan (DIP) written in August of 2005, and revised and updated by the Administrative Council in 2006 and 2007. The focus areas of the SIP are: Improving Learning, Teaching and Assessment for All Students, Building Leadership Capacity and Professional Collaborative Culture, and Creating a School Culture to Support High Achievement. The goals are: To continue to develop and teach lessons/units that engage students and address the learning needs of all students, to continue to train staff in the use of effective teaming/collaboration strategies to support improved student achievement, and to continue to cultivate 'Core Values' among students and staff. The School Council, comprised of five parents, three teachers and the Principal, meet regularly to provide the structure and direction for the accomplishment of the goals outlined in the School Improvement Plan.

Turning Points and National School Reform Faculty

Turning Points 2000 (TP) is a report from the Carnegie Foundation that is a result of over 10 years of research done in middle schools on how pre-adolescents and adolescents learn best. The report has a list of recommendations that middle schools should adhere to if they are to address the needs, educational, social and emotional, of students who are “in the middle” between elementary school and high school.

Parker Middle School is in its fourth year of membership in the National Turning Points Network located at the Center for Collaborative Education in Boston. Some of the changes that resulted from this work include addressing the needs in the areas of student achievement, school climate, classroom culture, communication and staff development.

In addition, a coach from Salem State College worked with the whole faculty to implement strategies developed by the National School Reform Faculty, a movement developed at Brown University with Annenberg monies. This coach is teaching collaborative skills to all faculty through the use of protocols. These structured conversations help increase skills in the areas of looking at student and teacher work, building relationships, examining research and data and solving dilemmas. Two of our school leaders have matriculated in a CAGS Program, run by the school coach, in the area of facilitative leadership. As a result, these teachers have started a Critical Friends Group at the school consisting of 11 teachers and one administrator.

New England League of Middle Schools

As a member of NELMS, the Parker community has had many opportunities to go to conferences and workshops to increase the knowledge in our building around research pertaining to middle schools, and teaching and learning. In 2006, Parker became a NELMS Spotlight School. As a result, we have had many visitors to our school to meet teachers and students and exchange ideas.

Blue Ribbon Schools of Excellence

During the Fall of 2007, the Parker community took the Blue Ribbon Schools of Excellence (BR) survey. Participants in the survey included all teachers and educational assistants, office staff, administration, parents and students. The content of the survey included questions from all nine of the BR Categories for Improvement: Student Focus and Support, School Organization and Culture, Challenging Standards and Curriculum, Active Teaching and Learning, Technology Integration, Professional Community, Leadership and Educational Vitality, School, Family and Community Partnerships, Indicators of Success.

The Parker community is proud to announce that we have been named a 2007 Blue Ribbon Light House School by the Blue Ribbon Schools of Excellence. This is the highest designation and was based on the assessment process mentioned above. A team of visitors were onsite throughout the week of November 4-8, 2007 to meet with staff and students, observe classrooms and meetings, analyze survey results and peruse documents and test data. We are very grateful to the staff, students and parents who participated in the survey, and/or interacted with the site visit team. We would like to especially thank the students who took the time (and made up missed work) to tour the visiting team, and answer questions about student life at the Parker School.

A group of teachers from Parker accompanied the Assistant Principal Mr. Lyons to the Blue Ribbon Schools of Excellence Conference in South Carolina in December to receive our award.

Professional Development

There are many opportunities for staff to develop new skills in both new and existing initiatives. Besides the initiatives mentioned above, other areas of opportunity are: Facilitative leadership, Critical Friends Group, inquiry Math, differentiated instruction, engaged learning, data analysis, literacy, numeracy, SmartBoards technology, blogs, wikis, podcasting, Excel, Inspiration, MassOne, United Steaming, health and wellness, pragmatics, alternative assessment, Lab Classrooms, Edline, Gradequick, drug awareness, curriculum mapping, restraint, safety, Junior Great Books and John Collins Writing Program.

Differentiated Instruction with Gerry Goldberg

For the second year in a row, staff members are taking advantage of a course offered through the district. What teachers learn during these sessions is brought back to the school, implemented in the classroom and shared with other teachers. Ideas from this course are used to stratified standards so that all students are challenged at their own level around a particular concept. This work will continue throughout the year to develop teaching and management strategies to use in classrooms and on teams.

Middle School Curriculum Development (Coolidge and Parker)

District-wide, grade level department teachers have been working to coordinate curriculum. This is done through a procedure called “mapping.” After completing a chart which gives an overview of the content and skills covered monthly, teachers are completing curriculum maps that include key terms, essential skills, core knowledge, common assessments and correlation to the State framework. Teachers have a chance to discuss their maps with their teams and administrators at key points throughout the year and revise them as necessary.

In addition, departments from both middle schools have been meeting regularly with elementary and high school teachers in vertical teams with consultants to increase their knowledge base in pedagogy. Science teachers have been working in several areas including inquiry-based instruction. The Math Vertical Team implemented several new courses including an Algebra II VHS course. The sixth grade reading teachers have begun an initiative to address the needs of struggling readers. The Social Studies teachers have been trained in many content areas through the Byrd grant. Other departments that meet regularly to improve pedagogy include Math, Art, PE, ELA, Music and Foreign Language.

The middle school Teacher Share Day was expanded in 2007 to include the entire district. This was run as a conference where each teacher attended three workshops each, either as a presenter or attendee. Workshops included many different areas of interest including Technology, Health, Reading, Math, Children’s Literature, Writing and many other subjects.

Leadership Team

The Parker Instructional Leadership Team (ILT) is in its fourth year advising the school in areas of curriculum, instruction, assessment and collaborative work. Every working team in the school has a representative on the ILT. Sixteen staff members, the coach and both Principals are on the team which meets monthly to deepen knowledge of the TP Principles, plan staff development, and come to consensus on school change. They have raised questions about current situations or practice, reviewed data to clarify situations and re-frame questions, and identified problem areas or questions to be investigated.

They are currently learning many protocols for improving relationships, solving dilemmas and looking at student and teacher work. They then bring this information back to their teams to facilitate sessions on a smaller scale. They also network with other schools, have difficult conversations with each other about change, do analytical work in the areas of curriculum, instruction and collaborative culture, and will present an overview of their work at the Annual NELMS Conference held in Providence, RI every Spring.

The ILT has helped us reach our goal of increasing leadership capacity within the building. In addition to the ILT, we have a Team Leader for every team and department in the building. An off-shoot of the ILT is a new Critical Friends Group facilitated by a teacher who meet monthly to help one another increase their knowledge of educational theory and research, and use protocols to help put what they know into best practices. Team Leaders meet monthly and, as needed, address issues of school and team management. Students are put into leadership roles by becoming Peer Leaders and Core Value advisors. The School Site Council, made up of parents, teachers and the Principal, has worked to implement goals pertaining to nutrition, physical activity, safety, communication, public relations and school climate.

Core Values

We are in our fourth year of focusing on our Core Values of Kindness, Community and Personal Best. The 2007 goal was to create a year-long curriculum that would be implemented during monthly, school-wide sessions where we could discuss and practice our Core Values as a community, using lessons designed to teach children the language of conflict resolution. The Core Value teams consist of teachers, counselors and students who develop activities, analyze data, make suggestions for speakers, and reflect and revise activities as needed.

Special Education and Guidance Procedures and Services

Much work has been done analyzing data pertaining to our Special Education students in order to provide the best services possible. After all pull out programs were disbanded last year, teachers and assistants used data from MCAS and other standardized and diagnostic tests to address individual students' needs. Additional classes and electives were scheduled and designed to impact learning in both Math and Reading. Service grids on Individual Education Plans were revised to further meet the needs of each student. All sixth Special Education faculty met with their counterparts at the elementary level several times to assure a smooth transition for incoming fifth graders. And, finally, a plan was created and implemented to train Educational Assistants in Special Education research and strategies, and the use of technology in the classroom.

The Guidance Program continues to offer the best services available for our students. The Student Support Center is in close proximity to the School Psychologists, and is staffed with an Educational Assistant who provides both scheduled and emergency services to students with social, behavioral and emotional issues. Using an inclusion model for these students has resulted in an increased amount of academic accountability.

There are also scheduled group sessions for students with special issues such as recently divorced families, sickness and death and social issues. In addition, two part-time interns from Tufts University assist in the guidance suite to help students and families.

Technology Plan

A school-wide technology team, led by the school's Technology Integration Specialist and Librarian, makes key decisions about the purchase and use of technology at Parker. A prioritized list of needs was developed and shared with the district and the PTO. Our faculty has been integrating the use of the computers into the curriculum, and has created a curriculum document that outlines sequential skill development in Grades 6-8. We have also provided staff development in the use of new technologies, communicating effectively with parents and each other, and purchasing more hardware and software.

We have obtained through the regular school budget, RTEF grants and money from the PTO, nine SmartBoards, several document cameras, and a class set of digital cameras. We applied for grants to upgrade our TV studio, purchase a class set of iPods, and increase hardware and software in many classrooms. We continue to train each other and students in the use of these new technologies. Staff and students have learned skills including computer research, databases, Microsoft Office, Inspiration, VHS, blogs, wikis, podcasting, United Streaming, Advanced SmartBoards, etc.

Improved Home/School Communication

With the help of the Team Leaders, School Council and the PTO, we have improved communication within the school and with parents. The Parent Handbook was revised by the School Council and completed in time for it to be included in the Summer mailing. For the second year, all teams held Parent Coffees, a chance for teachers to talk informally with parents. Student schedules were mailed to all homes and uploaded onto Edline during August.

The PTO and School Council worked together to communicate safety issues to parents particularly in the areas of pick-up, drop-off and speed limits. We have expanded our listserv to more than 95% of our parents who receive the school newsletter and other notifications by email. Edline, a piece of software that provides opportunities to communicate with parents, has been expanded to include daily homework assignments, monthly calendars, teacher webpages, mid-quarter progress reports, schedules, notices and report cards.

Increased Educational and Enrichment Activities

Summer programs were held at Parker this Summer, some created and implemented by Parker staff, others as part of the Reading Summer Academy. One was Pragmatics Camp where students learned social skills for classroom use. Another was the Introduction to Parker, an activity based program where incoming sixth grade students learned about the

school and its programs. Also, staff and parents met regularly to provide enrichment and health assemblies for students, and to plan and revise the annual overnight, science-based field trip for the Spring of 2006. The French teachers planned a trip to Montreal and Quebec and took the students during the Spring of 2007.

Grade 7 attended a field trip to CT to visit Mark Twain's home. The SIMCity Engineering Club won the Regional Competition and traveled to Washington, D.C. for the National Competition where they came in third place in the country.

Peer Leaders and Student Council continued to work as key members of the school community who work to improve school climate and do community service. The After-School Enrichment Program expanded this year and includes Anime Art, Art Studio, Basketball, Board Games, Clay Club, Color Guard, Crocheting Basics, Field Hockey, Flag Football, Flash Animation, Floor Hockey, French Club, Gymnastics, Hip Hop Jazz Club, Homework Club, Knitting, Math Team, Science Creativity Club, Scholastic Art Preparation, Science Club, SIMCity Science, Spanish Club, Stamping & Scrap Booking, Talent Show Preparation and Whiffleball.

New Staff

We would like to welcome our new eighth grade Math teacher Brian Cormier who replaced Bob Ohlson who became the Title I Math teacher. Kerry Gallagher is an eighth grade Social Studies teacher. Beginning her first full year as the seventh grade LLD teacher is Lisa Baranowski. Tanya McDonald is the new Grade 8 Special Education liaison moving from her position as Special Education Assistant. Maureen Ryan is a new part-time Special Education teacher at Grade 6. Eric Hiltz, a former student teacher at Parker, became the new PE teacher when Tom Zaya took a leave of absence to work as the PE Department Head at RMHS. We also have two new Special Education Assistants who will be working in the classroom assisting teachers - Michelle Anderson, Maria Arthur and Michael Wien. Diane Finigan, an Office Assistant, became the Secretary to the Principal in the Spring replacing Helen Pelley who resigned to relocate to GA. Carol Lane took over for Diane Finigan, and Reading resident Sue Cotter replaced Carol Lane.

Alice M. Barrows Elementary School Karen Callan, Principal

Throughout the 2007 calendar year, the Barrows Elementary School continued on their quest towards excellence. The students, led by a highly qualified staff, were challenged daily to a curriculum that was derived from high standards and accountability.

"STARS" Program

"Students That Act Responsibly Shine" (STARS) is our cultural initiative this year. Weekly awards, monthly assemblies and Shining Star banners encourage the STARS attitude that is prevalent throughout the school. Children show responsibility in their daily work and interaction with others, and are rewarded through earning Shining Stars.

The children have expanded the idea of responsibility by reaching out to the greater community. Our 'Wishing Tree' for the Festival of Trees yielded \$200.00 for Globe Santa, the Student Council Food Drive helped to fill the shelves of the Reading Food Pantry and a Mitten Tree contributed keeping others warm. Looking more global, the students and staff are participating in school-wide recycling on a weekly basis.

Finally, Barrow's generosity in our Adopt-A-Family Program showed the care and compassion the students have for those less fortunate in our own community.

Blue Ribbon

In June, the Barrows' community participated in the Blue Ribbon Assessment. The assessment provided us with an overall picture of the Barrows' community. This picture is helping to guide us in improving our school. In December, staff members attended the Blue Ribbon Conference in South Carolina where we were honored with a Points of Lights Award. This award illustrates our commitment to the Blue Ribbon Standards and our quest for excellence.

Facilities

Although Barrows is one of the newest buildings in Town, upkeep is essential towards keeping it in top-notch condition. The painting of various areas throughout the school, repainting of the playground 'games,' replacement of ice-damaged gutters, and replacement to water saving toilets allowed for a well maintained school.

Our second Annual Beautification Day occurred last May when the students, staff and parents cleaned, raked and planted flowers and bushes outside the school. This Fall, the Bulbs for Barrows Program will benefit all of us when a variety of flowers bloom in the Spring.

School Improvement Plan

Three new members joined the Barrows School Council this Fall to help implement the School Improvement Plan (SIP). This year's goals are focused on the standards as set forth by the Blue Ribbon Standards. The Council has reviewed the goals, oversaw the Barrows Budget, reviewed health and safety guidelines, and is beginning work on a new Barrows Student Handbook. The council members are also advocates for our school by attending various meetings, and contributing to the overall improvement of the school.

Technology

At this point, Barrows is proud to announce that upgraded computer systems and 15 SmartBoards have been installed in Grades 2–5, the Library, one Kindergarten classroom and a Special Needs classroom. The staff continues to attend various courses and training improving their skills in using SmartBoards technology as a tool for teaching and learning.

The SmartBoards have allowed the use of streaming software, Smart tools and interactive lessons to take place on a daily basis. Barrows continues to increase its use of Edline as a means of communication with the parents and the larger community.

Instruction and Professional Development

All staff has been involved in the town-wide literacy initiative by attending trainings, and implementing the various strategies into their teachings. The Response to Intervention Program, which assists struggling readers, has grown to Grades K-2. This initiative, which involves regular education and Special Education, allows needed instruction to be given to students prior to frustration or failure levels. The decrease in Special Needs referrals illustrates the success of this program.

A Family Math Night and a Literacy Night assisted parents in learning more about our programs, and how best to assist their children. As mentioned before, various staff members are participating in a variety of technology training, including SmartBoards, Internet, Lexia and Test Wiz training. Implementation of the new edition of the Everyday Math Program, along with the implementation of Foundations in Grade 3, are new initiatives taking place at the Barrows School.

Staffing

Barrows increased their Kindergarten program this year by adding an additional full-day classroom. Ms. Ashley LeBella was hired for this class. Mrs. Doris MacLeod, Barrows Secretary for 35 years retired in June, and Mrs. Donna Walsh was hired as the new Barrows Secretary. Mrs. Barbara Hendricks, fourth grade teacher retired, and was replaced by Mr. Jake Eberly. DLC teacher Cathy Giles moved to Killam as their Principal, and Ms. Jenette Tempesta joined the DLC Program. Ms. Tricia Harbour replaced Ms. Michelle Kurchian as a new fifth grade teacher. The School Nurse Mrs. Lynn Dunn moved to the High School, and Mrs. Christine Rose has taken her place. As in the past, Barrows hosted a variety of student teachers and interns from local colleges.

This Fall, seven students representing Endicott College and Tufts University worked alongside our teachers in the classrooms.

Parent, Teacher Organization

The continued commitment of the parent organization has afforded the Barrows School with added educational enrichment programs. Programs such as storytellers, musicians, scientists, geologists, cartographers and meteorologists have given the students a real life perspective to the curriculum. The annual events, including Monster Mash, Reading Night, Run for Fun, Ice Cream Social and the Craft Fair allow families to become socially involved. Plans are underway for a Spring 2008 Auction which will support technology and a new playground structure.

As 2007 came to a close, the Barrows School looked back on an educationally, culturally and socially successful year. Our continued involvement in our initiatives and the overall improvement in instruction and learning are embraced by the entire Barrows' community, and will continue to lead us towards excellence.

Birch Meadow Elementary School
Tom Daniels, Principal

Curriculum

Our literacy curriculum components are Scholastic's Literacy Place, Junior Great Books, John Collins Writing, Foundations Phonics and Scholastic's Guided Reading Program. The Foundations Phonics Program is now being fully implemented in Kindergarten, first and second grade, and is in a pilot phase in all third grade classrooms.

Our wonderful Library/Media Specialist led students and staff in a remarkably successful school wide America Reads celebration with the theme "Go Hog Wild Over Reading!" At the end of the six weeks, students had achieved their goal of reading over 2000 "pounds" of books and were rewarded by the Principal kissing a pig! Students were treated to a visit by Farmer Minor, a traveling farmer who goes around the country promoting reading through programs like ours with Principals kissing pigs. The school's annual celebration of student writing through Young Authors' Days continues to be a favorite event of students, staff and parents.

Professional Development

Blue Ribbon

Once again, this Fall, five staff members joined educators from around the Nation and the world in participating in the Blue Ribbon Schools of Excellence Conference in Charleston, SC. They saw powerful images at site visits to absolutely outstanding elementary schools. Outstanding teachers and Principals gave informative and inspiring hour long workshops, and each meal included beautiful music performed by excellent student music groups. Every educator left the Conference with both ideas and visions of what excellence looks and sounds like in actual practice.

The Conference was also extremely validating in that many of the practices in place at Blue Ribbon Schools are now in place at Birch Meadow. Birch Meadow was honored at the Conference as an "Aspiring School of Excellence" for having participated in the Blue Ribbon Assessment last Spring. This involved parents, teachers and students answering a set of questions related to all aspects of school improvement including school organization and culture, professional community, technology, indicators of success, school family and community partnerships and many more. The result of the assessment and the large number of staff members in attendance at the Conference were a new commitment on the part of the school to become a Blue Ribbon Lighthouse School of Excellence.

Open Circle

Our extremely effective school-wide Anti-Bullying Program is now being augmented by a comprehensive social competency program called Open Circle. Now many teachers at Grades K, 1, 2, 3 and 4 are currently engaged in training to implement Open Circle in their classrooms. Open Circle, a program developed at Wellesley College, involves twice weekly class meetings in which students work to establish non-negotiable classroom rules and compliment each other.

The students learn to breathe calmly, avoid teasing and deal with annoying behavior. Strong research supports the helpfulness of Open Circle in developing both emotional and academic intelligence.

We look forward to all teachers being trained in the program in the coming years.

Technology

Birch Meadow is well on its way to its goal of a SmartBoards in every classroom. We now have eight and a majority of teachers are serving on a school based "SmartBoards" Committee. There they share best technology practices and plan to present to parents about the need to fundraise for more boards so every student can access the SmartBoards for excellent technology integrated instruction every day. As many more teachers use SmartBoards on a regular basis, they are struck by the much higher level of engagement that this new technology offers. Images on the boards are large, clear, rich and colorful. and teachers and students have access to all of the terrific things the internet has to offer. These include engaging lesson plans, graphics and educational videos.

After School Activities Program (ASAP)

Birch Meadow is now in its 12th year of offering After School Enrichment Programs for students. Courses are offered in six-week periods and range from active physical education games, to computers, to drama, to science, to karate, to chess and to several experiences in the arts.

Parent Involvement

Parents are proud and happy that they were able to successfully advocate for the removal of the portable classrooms, and to raise money and plan and prepare for a completely renovated playground. The new playground boasts wonderfully engaging new climbing structures including a climbing wall as well as an enormous colorful painted map of the United States. In addition, the courtyard has been completely redone, and students are thoroughly enjoying the new painted four square, hopscotch and kickball diamond.

One of the major strengths of Birch Meadow continues to be its extremely high level of parent involvement and support. The PTO is an outstanding organization which contributes to the quality of Birch Meadow life in many ways.

Parents raise large amounts of money for enrichment programs, field trips, Library enhancement, and they also enhance the instructional program by their involvement in their children's classrooms. Parents readily help on committees such as fundraising for a new playground, keeping students safe, and offering to support teachers whenever the need arises.

Some of the many community building and fundraising events held by the PTO include an Annual Pancake Breakfast, the community favorite Spooky Fun Fair, and the incredibly successful Adult Social which raised over \$10,000 last Spring.

In addition, parents pitched in to paint much of the inside of the school, and beautify the outside on two landscaping days last year. As a result of their efforts and stepped up building cleanliness efforts on the part of our Facilities Department, the inside of our building has never looked better!

Parents also fund incredible enrichment opportunities for our students. These range from a visiting Native American man named Dan Cripps who leads second graders in constructing a full size tipi in the gymnasium, to a wonderful woman who leads students in “ArtQuest,” an extremely engaging higher order thinking and discussion curriculum based on paintings from a variety of periods and artists. Once again, the PTO funded visiting dancer named Nikki Hu and her husband Guy Van Duser. They led fourth graders in learning a wonderful dance related to the theme of respect which they then performed for the entire school. Both fourth graders and the entire student population were riveted by the performance.

Open Invitation

Members of the Reading community are invited to the Birch Meadow School. Our Library Media Center continues to be a great place to volunteer and work with children. Please feel free to call Principal Tom Daniels at 781-944-2335 with any questions, comments or to arrange a visit. Thank you for your continued support.

Joshua Eaton School
Patricia A. de Garavilla, Principal

The Joshua Eaton School is proud of its accomplishments during 2007. Most noteworthy was the recognition as a “Blue Ribbon Lighthouse School” by the Blue Ribbon Schools of Excellence at its Annual Conference in Charleston, SC. Mrs. de Garavilla and a group of teachers (Lauren Fusco, Christopher Heath, Liz Kasprzyk and Bill Lewis) represented Joshua Eaton, and also presented highlights of the school’s accomplishments at the Conference. Teachers, support staff and parents were able to make great gains in many areas in 2007.

Curriculum and Instruction

All teachers participated in a variety of professional development opportunities that supported school goals. A group completed training in the Open Circle social awareness curriculum. Others participated in the Differentiated Instruction course offered by the district. During the Summer, over 15 teachers and Special Education Assistants attended SmartBoards training to become familiar with the new technology available in the school.

The literacy assessment tool DIBELS was expanded to use in Grade 2 after its successful implementation in Kindergarten the previous year. The information gained from this assessment allows classroom teachers and the Reading Specialist to design specific instruction to assist students at risk in the area of reading. Reading Specialist Debra Kwiatek facilitated a study group on non-fiction reading strategies. Participants gained new expertise in supporting this area of the MA English Language Arts Framework.

Teachers Jennifer Mercer and Michelle Callan coordinated the Summer program for students in Grades 3-5. This program offered students in regular and Special Education an opportunity to maintain academic skills within a camp-like atmosphere.

This year's group of students painted a beautiful mural of the Statue of Liberty that is proudly hanging in the Cafeteria to illustrate our role as community members of our Nation. We also introduced a new Summer Skills Maintenance Program "Stay on Track" taught by Marie Kiley, Jaime Quinn and Susan Wilkinson that was very successful.

Community Outreach

Our 9th Annual Veteran's Day Assembly was a wonderful tribute to our special guests. Over 75 veterans enjoyed the performances of the Joshua Eaton students and singer Dan Clark. The students sang several songs and recited poems in honor of the veterans. Students Hannah Trapani and Paul Sanford served as emcees, and Cameron Dieselman and Taylor Morris sang solos during the program.

Over 200 grandparents and local senior citizens attended the 10th Annual Senior Tea. Almost 150 students performed for the audience with an entertaining selection of songs as directed by our Music teachers Mr. Al Mosier and Mrs. Alicia McKenney.

Through the efforts of our PTO, students support the less fortunate in the community through contributions for Thanksgiving Food Baskets. The entire school community is proud of the wonderful spirit of giving present at the Joshua Eaton School. We also supported our troops with a collection to be sent to Iraq for a relative of teacher Nichole May-Gilchrist.

Parental Involvement

Joshua Eaton is most fortunate to have many dedicated parent volunteers. The PTO under the leadership of Presidents Mary Hart (2005-2007) and Priscilla Hollenbeck (2007-2008) raised thousands of dollars to support enrichment activities for student learning, and provided many fun social events for families. They sponsored family activities such as the new Back to School Family Picnic, the Halloween Howl and the Ice Cream Social which were all positively received by the many Joshua Eaton families who attended. Special credit goes to Greta Malstrom and Marita Lanzilotta as fundraising chairs. A special program featuring Ruby Bridges was a most inspirational one, also sponsored by the PTO.

Our school was able to add an incredible amount of new technology equipment through the "Media Madness" Auction held in March. Parent Coordinators Amy Greco and Mary West, with amazing support from both the school community and the community at large, contributed to the success of the evening with a total of \$42,000 raised for technology. Joshua Eaton students now have additional SmartBoards in classrooms, a portable cart with laptops, and other items that have supported the integration of technology and learning.

The School Advisory Council (Principal, Parent and Teacher Representatives) focused on the district's new nutrition guidelines, technology, the school's culture and professional development.

The following members are in their second year of service: Parents Chris Downey (past co-chair), Kathleen Maffa-Krailo, Angela Binda (current co-chair), and teachers Jennifer Mercer and Kathleen Ammendolia.

A group of parents and community volunteers led by Chair Mary Richards succeeded in raising sufficient funds to restore the school's Clock Tower. Work will be completed during Winter of 2008. The "Walk for the Clock" involved students and their families in an historic walk with a visit to Parker Tavern as part of the fundraising efforts.

On Memorial Day, an impressive ceremony was held to honor the 250th birthday of Joshua Eaton. Students sang and also played their recorders to entertain the many people who attended. A group of colonial re-enactors set up camp on school grounds to allow students a firsthand look at life in the 1700's.

Students

Many new activities were introduced at the Joshua Eaton School as part of the Blue Ribbon school improvement process. JJ the Jaguar was selected as the school's mascot, and a new student recognition program was implemented to our "Community of Caring" as part of our new all school assemblies.

Parent Lori Hodin again coordinated the National Math Olympiad Program at the Joshua Eaton School. Over 60 students participated in the weekly team meetings and competitions. Student Leah Ayer was the first place winner for the school with Alexandra Sahagian finishing second. The Joshua Eaton School finished in the top 20% of all schools participating in the country. Teachers Debi Kinton, Lauren Fusco, Linda Lydecker and Bill Lewis served as coaches for the third, fourth and fifth grade teams respectively.

Students in Grades 3, 4 and 5 also had the opportunity to participate in the weekly school chorus conducted by Mrs. McKenney. Teachers Anne Manna, Karen Feeney and Debi Kinton oversaw the new Student Council. Our students were involved in school-wide projects such as buddy reading and fundraising, and taking on leadership roles within the school.

This Fall, over 75 students participated in the new Lego Robotics Program that was coordinated by parent David Ventola. They enjoyed designing projects to meet the team challenge they received.

Faculty and Staff

The Joshua Eaton teachers and support staff have continued to identify areas to improve their students' educational experience. This year, a new schedule was introduced to better support the Grade 5 specialty teaching model where students change classes. It also allowed Grade 1 teachers to pilot a flexible reading group model to better meet students' needs.

All teachers participated in building committees who address various aspects of school improvement such as school culture, indicators of success, and challenging standards and curriculum. The Joshua Eaton School is proud of its students, teachers and staff and parent community! Together, we have created a wonderful learning environment for our students.

J. W. Killam Elementary School
Catherine A. Giles, Principal

The J. W. Killam Elementary School has enjoyed a very exciting and successful 2007 school year. Our school has had many changes during this past year which included a change in administration, in personnel, and our physical appearance as well as in some school-wide programs. The Killam School community has welcomed and supported these changes. We are continuing with our journey on the road to excellence as we know that through collaboration, the possibilities are endless! Listed below are some of the major highlights and successes of 2007.

Administrative Change

After serving as Building Principal for 22 years, Mr. Paul Guerrette announced in March his plan to retire at the end of the school year. His announcement took the Killam community by surprise. Although all were sad to see him leave Killam, the Killam community planned many celebrations to honor him, and the successful years he served as the Building Principal. Mrs. Catherine Giles, Assistant Principal at the Barrows School and elementary school teacher in Reading for 15 years, was hired as the new Principal of the Killam Elementary School.

Personnel Changes

There were a few new hires this year at the Killam Elementary School. Ms. Stacey Sherpe was hired as the School Psychologist for the year to cover a leave for Mrs. Vivian Su. Additionally, due to large class size numbers, Ms. Jessica McKenzie was hired as a third grade teacher. The Building SPED Chair moved into an administrative position at the Reading Memorial High School, and Ms. Kara Mauro, the K-2 Learning Center teacher at Killam, was hired to be the new Building SPED Chair.

Building Improvements and Changes

During the Summer, the maintenance staff, under the direction of Mr. Joe Huggins, worked many hours to improve the physical appearance of the Killam School. Some projects included painting several classrooms, repairing/replacing the damaged front gutters and downspout system, painting the front entrance into the school, and replacing all of the student desks in Grades 2 and 3.

We also had many parents and student volunteers to assist with the beautification efforts as well. One mother volunteered her time to repaint the sign in front of the school. Two High School students worked many hours to clean up and redesign the W.O.W. Center in the center courtyard. We had four additional SmartBoards installed, and were able to replace 15 computers in various classrooms.

School Council

Our School Council continued to meet on a monthly basis. Our tasks were many and are ongoing. We began to rewrite our school's Mission and Vision Statement as well as update our school's student and teacher handbook. Additionally, at each meeting, we reviewed our SIP to be sure that we are obtaining our yearly goals. The information obtained from our school-based committees was presented at each meeting.

Parent Education

This year, the Killam PTO and the Killam staff joined forces to provide monthly workshops for parents. The series of workshops began with Math Night. This interactive workshop provided ways parents can support their children at home. The next workshop focused on literacy. Debra Kwiatek, the K-6 Literacy Specialist for the district, facilitated a workshop based on the six components of literacy. The workshops were well attended. In addition, the Title I Program at Killam offered a Summer program for students. The program offered students the opportunity to spend a week in the Summer reviewing and practicing mathematical skills and concepts.

Professional Development

Killam teachers were very active in the area of professional growth and development by engaging in a variety of courses and workshops. Several Killam teachers were trained to use Open Circle which is a program designed to teach students vital social and emotional skills. Some teachers took the course Differentiated Instruction offered by the district as well. This course is designed to help teachers understand and reach the varied learning needs of their students by making instructional modifications in the classroom. Most recently, with all of the SmartBoards installations, many teachers are active participants in the newly offered SmartBoards workshops. In December, four Killam teachers attended and presented at the National Blue Ribbon Conference.

Student Council

This year, we began a Student Council at the Killam School. Student Council meetings were held monthly on Mondays beginning in November from 2:45 - 3:15. Two students were selected from each third, fourth and fifth grade classrooms to represent their class. In order to promote equity and fairness, once a student has served as a Student Council representative, he/she will not be selected to serve again in the upcoming years. Any student who was interested in running for Student Council wrote a short paragraph. This paragraph included reasons why the candidate felt he/she would make a good class representative. The paragraphs were returned to teachers by November 2nd. The paragraphs were read to the class by the teacher with no student names mentioned, and classmates then selected the paragraph that they felt was the best representation of what a Student Council member should be. The classroom teacher then tabulated the results and the Student Council representatives were announced the week of November 12th.

Pillars of Character

The Pillars of Character Program continues to be a very important part of our daily lives here at the Killam School. We began our school year with a TRRFCC Walk-For-Character Day for the Killam community. There were so many wonderful community-building activities which the children were able to participate, thanks to the amazing efforts of all our dedicated volunteers. It is a district-wide goal to better unite the schools and the community together, and to share all of the wonderful programs that are happening within our schools... this event did just that! It was so nice to see students interacting with and supporting each other.

We also began our new school-wide Koala Character incentive plan. Teachers and staff members were on the lookout for students showing extra special positive behaviors. Students were recognized when they display these positive life-skill traits

Our students continued to participate in monthly Pillars of Character school meetings. These were teaching and learning opportunities, and also served as a way for us to foster school spirit. During the year, each grade level adopted one of the Pillars of Character and hosted a meeting. Their goal was to teach the rest of the students about that specific Pillar. Most often students shared ideas through readings, art work, music and community service projects. Sometimes, they even honored a “Pillar of our Community” who is a person who inspires and empowers our children through example. We view these meetings as extensions of the classroom where students are learning important life lessons, and making connections across all curricula – Social Studies, Language Arts, Music, Art, Science and Mathematics.

In December, as part of our TRRFCC initiative, we helped to make the holiday season one that was filled with love, joy and fun for everyone! As a school community, we “adopted” five families to support by donating holiday gifts. Each grade level was assigned a family with specific information about the family and their holiday gift “wishes.” We collected over \$1,000 in just a few week’s time. It was a reminder to all of us as to what the holiday season should truly be about!

As the 2007 year comes to a close, it is so nice to look back and celebrate all of the wonderful activities which occurred at the Killam School during the year. Yes, it was a year of many changes... and we look forward to seeing what the New Year brings!

Wood End Elementary School
Richard E. Davidson, Principal

Wood End Elementary School “officially” opened its doors in September 2005 for the first time as the fifth elementary school in Reading. It is hard to believe that we are now well into the middle of our third year as a new elementary school. Perhaps the adjective “new” no longer applies. However, observation that has not changed is the fact that we remain very proud of and thankful for the very generous parent and community support that made our “new” school possible.

Transition to New School

While this will be the last year that I highlight the transition to our new school, I want to recognize the enormous amount of preparation that was involved in the transition to our fifth elementary school. Many meetings and detailed planning sessions were necessary to begin to provide parents and students with their own sense of identity. In order to reach this goal, a transition team was established of parents from both the former Birch Meadow and Killam districts. Teachers and administration also lead this transition team which focused on establishing specific activities that involved students, parents, staff and community. All who were involved in this process deserve recognition and thanks for their dedication and involvement.

Essential procedures and schedules were written and established, giving safety and security the highest priority. All staff were oriented and trained with the school's new emergency protocols and procedures.

Bullying Prevention Program

As a school, we continue to be committed to enhancing the physical and mental health of all children which includes the prevention of any type of bullying and teasing. In order to hold true to this commitment, we have formed a "Sustainability Committee" at our school with Principal, teacher, specialist, assistant and parent membership. Our goal is to develop and oversee a program that supports, educates and celebrates positive decision making by students in a climate that practices zero indifference to bullying and teasing. Our responsibility is to keep the focus fresh and meaningful for all who work and learn here at the Wood End School.

This year, we have continued to expand our use of the Open Circle Program in almost all of the classrooms. With the help of central office, all but one teacher has now been trained in the Open Circle curriculum. Our goal in providing training for all classroom teachers is to provide a common language, and a common set of expectations for all students and adults.

Blue Ribbon Schools of Excellence Recognition Award

In November, the Wood End School received the "Points of Light" designation award from the BRS of Excellence Program. It recognizes our high standards and our commitment to continued growth and improvement.

Curriculum

As a district and as a school, we continue to be pleased about our continuing curriculum enhancements. This year, at the K-2 level, we are entering our seventh year of the Language Arts Program, Scholastic's Literacy Place and our third year of the Wilson's Foundation Phonics Program have proven to be helpful to beginning readers. The John Collins Writing Program continues to provide consistency in terms of expectations, and a common language and common framework for writing.

In support of current research regarding the development of reading skills, we have implemented the Response to Intervention Program (RTI) at the first grade level where struggling students are identified through assessments, and a focused direct method of delivering needed skills is taught to them every day.

Our Math Program continues to provide appropriate challenges for all students. It encourages students to think mathematically and recognize applications of Math concepts to every day life. It is also closely aligned with the Massachusetts State Frameworks.

Three years ago, we implemented a new Social Studies Program from Harcourt School Publishers called Horizons at the fourth and fifth grade level. It is a text-based program for these grade levels, and is rich with resources and supplemental materials that strongly recognize the importance of technology in every day learning.

Our Science Program is a hands-on “kit” based curriculum which teaches important concepts of physical, earth and life sciences. The program, at all levels, stresses observations, measurement, journal writing, teaming and hands-on experimentation.

In an effort to continually review and improve our curriculum last year, we began a system of review through a mapping of our Math Program and this year, we began a similar effort with the Language Arts Program. The district has also recently formed a K-12 Vertical Science Team that will review our current Science Program and instructional practices.

Library Media

As a new school last year, we were very excited about the startup of a new Library Media facility. It is beautiful and located in a central place in the school. Indeed, the Library Media Center is seen as the hub and heart of our school setting. Reading is fortunate in that each school has its own full-time Library Media Specialist and at Wood End, we have continued the use of flexible scheduling which allows all students and faculty access to the Library when they have the need.

At any time of the day, upon entering the Library, you will see students, Library staff, teaching staff or parent volunteers interacting and supporting each other in various research projects, reading a story to children, completing supervised internet searches, children reading books, or simply checking books in or out. It is a very busy place and quickly has become a central hub of learning at our school. We are also very proud of the technology that has been added to the Library Media Center. We currently have a very up-to-date computer lab and last Fall, we added SmartBoards as a central focal point for integration of technology into the curriculum.

Technology

In April of 2006, the Wood End School received a very generous donation from The Pfizer Corporation of over 25 used computers, monitors and related peripherals. The computers were used to establish a much needed computer lab for students in our Library Media Center.

In addition, we received a small grant from the Reading Technology Foundation which allowed us to purchase a digital camera and one SmartBoards which was placed in a fifth grade classroom. At the end of last year, we also received funding from the district for technology which allowed us to add additional computer systems to the fourth and fifth grade classrooms.

In the Spring of last year, our PTO raised funding to support the purchase of three additional SmartBoards and dedicated computers to be used in the two remaining fifth grades and one placed in the Library Media Center. In the Fall of this year, funding was provided by the central office to purchase three additional SmartBoards that were placed in our fourth grades, and the PTO funded the purchase of three dedicated laptops for each of the new SmartBoards. We are very excited about the continued support of technology by the central office and our very generous PTO.

Professional Development

As a district and as a school, we are committed to the concept of continued learning. We are also committed to supporting our professional staff at all levels. Consequently, an enormous amount of energy, planning and in-service is provided for teachers in Reading. The mentor program, for example, provides support for new teachers, and is an essential requirement if new teachers are to succeed in Reading. In-service is also provided in all areas of the curriculum to all teachers on a regular basis throughout the year as well as during the Summer months.

In December, over 20 K-12 members of the teaching staff and administration attended the Blue Ribbon Schools Conference in Charleston, SC. The purpose of participating in the Conference was to visit other schools that have received that designation, and talk with teachers from many different parts of the country. Our district has set a goal of having all our schools go through the Blue Ribbon School Assessment Program, and also having the district named as a regional site for future Blue Ribbon School Conferences. In November 2007, our school received the "Point of Light" award for its high standards and commitment to excellence. The award was received by two of our teachers at the Conference.

Parent Involvement

One of the major strengths of the Wood End School, as it is with all the schools in Reading, is the extremely high level of parent involvement and support. Our PTO is an outstanding organization which contributes to the quality of life in so many ways here at Wood End. While they do raise significant funds for enrichment programs, field trips, Library enhancements and technology, they also enhance our instructional program by their involvement in their children's classrooms, and by volunteering to be a part of our School Council and other important school-based committees. They readily offer support to teachers whenever the need arises.

New Community Playground

Last year, significant time and effort was put into the fundraising and planning for a new community playground here at Wood End. Through the wonderful generosity of parents, community and business, our Planning Committee raised close to \$100,000 in less than a six-month period. These efforts and contributions came to fruition on October 21st and 22nd when over 150 volunteer parents and community members came together to build the structure which, when completed this Spring, will be over 85% handicap accessible. It is one of only three playgrounds in the State that allows children with significant learning and physical disabilities to play alongside peers in a setting that is safe, challenging and fun.

This year, through a grant from the National Society of Dermatologists, shading was added to the new playground structures, and a patio of inscribed bricks was completed recognizing the many generous parents and community members who helped in the creation of this outstanding playground for the community.

A Celebration of the Arts

Last May, the Wood End School celebrated our second Annual Art and Music Night. Together, over 300 children, staff, parents and the School Committee enjoyed an evening of program, song and a display of student artwork that represented all the students in the school.

Mr. Mosier and Ms. Durand and a small army of volunteers began in February to collect and organize student artwork from across the school. It was a wonderful celebration and tribute to the importance the arts play in the education of young children.

Second Young Authors' Day

Our second Annual Young Authors' Day was held last June where students from all grade levels shared their original stories and poems that they had written during the year. Parents joined staff to create small groups of primary and intermediate age children in which the children shared their original and creative writings with peers. It was outstanding to the importance of writing and creativity.

Open Invitation

In closing, I would like to extend an open invitation to members of the Reading community to visit our/your school. Please feel free to call me, Principal Richard E. Davidson at 781-942-5420, with any questions, comments or to arrange a visit.

Thank you for this wonderful school and for your continued support.

**Pupil Services Department
Colleen Dolan, Director**

The Pupil Services Department, including Special Education, guidance, nursing and English Language Learners continues to strive to provide excellent services in a fiscally responsible manner. The achievements of the department are categorized below in the areas of program development, professional development and budget.

Program Development

Beginning in the Fall of 2007, the Department commenced a review of Special Education programs. Service providers from the Language-Based Program, Developmental Learning Center, Integrated Learning Program and Student Support Program offered input into current challenges and goals for the next several years.

As a result, changes were recommended for the 2008-2009 school year including consolidation of programs, and the development of a new program to meet the needs of students with behavioral challenges.

Budget

Thus far in the 2007-2008 school year, the Special Education Budget is in the black. Circuit Breaker relief, changes in transportation vendors, and the new Northeast Collaborative transportation initiative have resulted in significant savings.

The Pupil Services Department continues to pursue funding from outside resources while operating in a fiscally responsible manner.

Professional Development

Professional development has been offered to Special Education Assistants for the first time this year. Training topics include IDEA 2004, Section 504 of the Rehabilitation Act, the Individualized Education Program, civil rights, health issues and facilitation of appropriate behavior, language and social skills.

Our occupational therapy team and our speech and language therapists were afforded the opportunity to attend national conferences held locally.

Our School Psychologist's team has worked together to plan workshops geared to current issues of concern such as self-abuse, behavior management, anxiety and depression. Larry Berkowitz of Riverside Community Care has hosted after school brainstorming sessions for interested staff to discuss and address mental health issues. Mr. Berkowitz has also assisted in providing parent workshops dealing with behavior management.

Through monthly department meetings, Special Education liaisons have had opportunities to collaborate on IEP development and assessment.

ments

, Domenic	Birch Meadow Elementary School	Custodial
e, John	Birch Meadow Elementary School	Grade 5
Janet	Reading Memorial High School	English
zo, Anthony	Reading Memorial High School	Foreign Language
tte, Paul	J. Warren Killam Elementary School	Principal
cks, Barbara	Alice M. Barrows Elementary School	Grade 4
ea Diane	Birch Meadow Elementary School	Grade 4
od, Doris	Alice M. Barrows Elementary School	Secretary
ki, Thomas	Reading Memorial High School	Physical Education
d, Christine	Reading Public Schools - District	Mathematics
Linda	Reading Memorial High School	Mathematics
un, Anne	Walter S. Parker Middle School	Special Education Teacher
eim, Carol	Birch Meadow Elementary School	Grade 5

ations/Reductions

, Sarah	Reading Memorial High School	English/ Language Arts
Kristin	Wood End Elementary School	Special Education Assistant
t, Rebecca	Walter S. Parker Middle School	Special Education Assistant
, Mary	RISE Pre-School Program	Nurse
au, Stephanie	Alice M. Barrows Elementary School	Special Education Assistant
Cheryl	Wood End Elementary School	Special Education Assistant
rk, Jennifer	Walter S. Parker Middle School	Library Media Specialist
ll, Shannon	Alice M. Barrows Elementary School	Special Education Assistant
ister, Francis	Wood End Elementary School	Music
Janet	Reading Memorial High School	English
r., Joseph	Reading Memorial High School	Special Education Teacher
lia, Karen	Joshua Eaton Elementary School	Regular Education Assistant
t, Sally	Joshua Eaton Elementary School	Special Education Assistant
ssso, Ann	Reading Memorial High School	Nurse
zo, Anthony	Reading Memorial High School	Foreign Language Dept. Head
an, Debra	Walter S. Parker Middle School	Cafeteria
l, Caitlin	Alice M. Barrows Elementary School	Special Education Assistant
ndra	Alice M. Barrows Elementary School	Special Education Assistant
y, Patrick	Reading Memorial High School	English
-Varney, Teri	Reading Memorial High School	Special Education Teacher
ner, Kevin	Reading Memorial High School	Athletics
n, Stephen	Director Special Education	Reading Public Schools
ae, Ben	Reading Memorial High School	Athletics
, Louise	Birch Meadow Elementary School	Cafeteria
n, Maureen	Reading Public Schools	Superintendent's Office
n, Frederick	Reading Memorial High School	Franch

Resignations/Reductions (Continued)

Hildreth, Darcy	Alice M. Barrows Elementary School	Special Education Assistant
Jackson, Linda	Reading Memorial High School	Regular Education Assistant
Johnson, Suzanne	Reading Memorial High School	Science
Johnston, Marie	Alice M. Barrows Elementary School	Cafeteria
Kelly, Jean	Reading Memorial High School	Special Education Teacher
Knowlton, Kristin	Walter S. Parker Middle School	Special Education Teacher
Mann, Kerri	Alice M. Barrows Elementary School	Special Education Assistant
McKenna, Patricia	Alice M. Barrows Elementary School	Regular Education Assistant
Modica, Beth	Joshua Eaton Elementary School	Computer Technician
Mooney, Robert	Reading Memorial High School	Athletics
Morrissey, Tara	Reading Memorial High School	Athletics
Nally, James	Reading Memorial High School	Athletics
Nichols, Laura	Walter S. Parker Middle School	Special Education Assistant
Nihan, Gary	Reading Memorial High School	Phys. Ed. & Health & Wellness
O'Connor, Lisa	Wood End Elementary School	Special Education Teacher
O'Neil, Jason	Reading Memorial High School	Athletics
Pelletier, James	Alice M. Barrows Elementary School	Special Education Assistant
Reilly, Helen	Walter S. Parker Middle School	Secretary
Rorro, Adam	Arthur W. Coolidge Middle School	Special Education Assistant
Rowers, Debra	Reading Memorial High School	Athletics
Rice, Scott	Reading Memorial High School	Athletics
Ruopolo, Joan	Joshua Eaton Elementary School	Special Education Assistant
Richissin, Elizabeth	Arthur W. Coolidge Middle School	Special Education Assistant
Roy, Karen	Reading Memorial High School	Special Education Teacher
Ransom, Sarah	Birch Meadow Elementary School	Special Education Teacher
Radler, Denise	J. Warren Killam Elementary School	Special Education Teacher
Raterial, Danya	Reading Memorial High School	Athletics
Redler, Katherine	Walter S. Parker Middle School	Special Education Assistant
Rigsbury, Duane	Reading Memorial High School	Athletics
Rilletti, Peter	Reading Memorial High School	Athletics
Rmith, Chris	Reading Memorial High School	Athletics
Rt. Onge, Linda	J. Warren Killam Elementary School	Grade 2
Rubblefield, Norma	Birch Meadow Elementary School	Cafeteria
Rullivan, Jaelyn	Joshua Eaton Elementary School	Special Education Teacher
Rwanson, Karin	Reading Memorial High School	Spanish
Rracy, Jennifer	Walter S. Parker Middle School	English Language Arts
Ran Doren, Carol	Wood End Elementary School	Special Education Teacher
Ran Langenhoven, Svea	Birch Meadow Elementary School	Special Education Teacher
Ritarisi, Jennifer	Joshua Eaton Elementary School	Grade 3

ations/Reductions (Continued)

ger, David	Reading Memorial High School	Science
a Barrett, Katie	Reading Memorial High School	Spanish
Jason	Reading Memorial High School	Athletics

s of Absence

, Sarah	Reading Memorial High School	English
Kelly	Arthur W. Coolidge Middle School	Speech Language
Sabrina	Reading Memorial High School	English
Erica	J. Warren Killam Elementary School	Grade 5
a, Jennifer	Reading Memorial High School	Science
a, Colleen	Alice M. Barrows Elementary School	Grade 1
ut, Amy	Reading Memorial High School	Science
di, Jennifer	Reading Memorial High School	Science
n, Maureen	J. Warren Killam Elementary School	Grade 2
dez, Kimberly	Arthur W. Coolidge Middle School	Spanish
ori	Alice M. Barrows Elementary School	Library Media
Tammy	Walter S. Parker Middle School	Reading Specialist
an, Michelle	Alice M. Barrows Elementary School	Grade 5
ne, Joanne	Walter S. Parker Middle School	Foreign Language
, Elena	J. Warren Killam Elementary School	Music
ulie	Arthur W. Coolidge Middle School	Reading Specialist
aren	Reading Memorial High School	Special Education Teacher
s, Ellen	Alice M. Barrows Elementary School	Grade 3
rian	J. Warren Killam Elementary School	Psychologist

ntments

Ursula	Arthur W. Coolidge Middle School	Foreign Language
ann, Sarah	Birch Meadow Elementary School	Special Education Teacher
on, Michelle	Walter S. Parker Middle School	Special Education Assistant
Maria	Walter S. Parker Middle School	Special Education Assistant
wski, Lisa	Walter S. Parker Middle School	Special Education Teacher
Geeta	Reading Memorial High School	Biology
, Nelly	Alice M. Barrows Elementary School	Cafeteria
Jolene	Birch Meadow Elementary School	Grade 4
Jennifer	Reading Memorial High School	English
Lisa	J. Warren Killam Elementary School	Special Education Assistant
au, Stephanie	Alice M. Barrows Elementary School	Special Education Assistant
Adam	Reading Memorial High School	Athletics
Cheryl	Wood End Elementary School	Special Education Assistant
ster, Francis	Wood End Elementary School	Music

Appointments (Continued)

Carnevale, Heather	Reading Memorial High School	English
Caron, Michael	Reading Memorial High School	Athletics
Carroll, Rachel	Alice M. Barrows Elementary School	Special Education Assistant
Chiminello, Christine	Alice M. Barrows Elementary School	Regular Education Assistant
Clark, Joan	Birch Meadow Elementary School	Regular Education Assistant
Clerk, Elizabeth	Reading Memorial High School	French
Connolly, Jessica	Wood End Elementary School	Special Education Assistant
Cooper, Judy	Joshua Eaton Elementary School	Regular Education Assistant
Cotter, Susan	Walter S. Parker Middle School	Regular Education Assistant
Crosby, Kate	Reading Memorial High School	Athletics
Damon, Carol	Birch Meadow Elementary School	Special Education Teacher
DeFilippo, Christine	Alice M. Barrows Elementary School	Special Education Assistant
DeGreco, Deborah	J. Warren Killam Elementary School	Cafeteria
Dione, Mary Christine	Reading Memorial High School	Spanish
Dolan, Colleen	Reading Public Schools	Director Special Education
Dunn, Stephen	Reading Memorial High School	Cafeteria
Ferguson, Diane	Birch Meadow Elementary School	Cafeteria
Fiore, John	Reading Memorial High School	Athletics
Fleischman, Melissa	Birch Meadow Elementary School	Grade 5
Gallagher, Kerry	Walter S. Parker Middle School	Grade 8
Gerrin, Jaclyn	Birch Meadow Elementary School	Special Education Assistant
Gray, David	Reading Memorial High School	Athletics
Guanci, Anne Marie	RISE Preschool Program	Nurse
Guarino, Michael	Reading Memorial High School	Special Education Teacher
Guarino, Michael	Reading Memorial High School	Special Education Assistant
Harriason, John	Reading Memorial High School	Mathematics
Hiltz, Eric	Walter S. Parker Middle School	Physical Education/ Wellness
Hintlian, Mary	Alice M. Barrows Elementary School	Regular Education Assistant
Hopkinson, Michelle	Reading Memorial High School	Athletics
Holnsson, Erica	Reading Memorial High School	Athletics
Ioussis, Suzanne	Wood End Elementary School	Special Education Assistant
Knowlton, Kristin	Walter S. Parker Middle School	Special Education Teacher
Langle, Darlene	Alice M. Barrows Elementary School	Special Education Assistant
Lathan, Jamie	Wood End Elementary School	Grade 1
Leccese, Stephanie	Reading Memorial High School	Athletics
Lannette, Toni Ann	Birch Meadow Elementary School	Regular Education Assistant
May-Gilchrist, Nichole	Joshua Eaton Elementary School	Grade 3
McCusker, Maura	Reading Memorial High School	Athletics
McDonald, Tanya	Walter S. Parker Middle School	Special Education Assistant
McGrath, Dan	Reading Memorial High School	Athletics
McKenzie, Jessica	J. Warren Killam Elementary School	Grade 3

ntments (Continued)

n Steve	Reading Memorial High School	Athletics
witz, Andie	Reading Memorial High School	Special Education Teacher
o, Kristen	J. Warren Killam Elementary School	Regular Education Assistant
l, Susan	Joshua Eaton Elementary School	Regular Education Assistant
no, Karla	Reading Memorial High School	Athletics
y, Marion	Alice M. Barrows Elementary School	Special Education Assistant
John	Reading Memorial High School	Latin
n, Diane	Alice M. Barrows Elementary School	Cafeteria
nell, Michelle	Reading Memorial High School	Athletics
er, James	Alice M. Barrows Elementary School	Special Education Assistant
occhi, Richard	Reading Memorial High School	Athletics
Jamie	Joshua Eaton Elementary School	Grade 2
Christine	Alice M. Barrows Elementary School	Nurse
o, Toni-Ann	Alice M. Barrows Elementary School	Regular Education Assistant
Denise	J. Warren Killam Elementary School	Special Education Teacher
z, Erica	Reading Memorial High School	Special Education Assistant
t, Karen	Reading Public Schools	Computer Technician
e, Fiona	Reading Memorial High School	Science
Michael	Alice M. Barrows Elementary School	Special Education Assistant
s, Elizabeth	Birch Meadow Elementary School	Special Education Assistant
Peter	Reading Memorial High School	Athletics
e, Barbara	Reading Memorial High School	Special Education Assistant
a, Henery	Reading Memorial High School	Mathematics
ood, Jillian	Reading Memorial High School	Athletics
Laurie Ann	Reading Memorial High School	Spanish
Joanna	Arthur W. Coolidge Middle School	Special Education Assistant
zi, Julie	Alice M. Barrows Elementary School	Special Education Assistant
Michael	Reading Memorial High School	Athletics
efield, Norma	Reading Memorial High School	Cafeteria
Magnant	Birch Meadow Elementary School	Special Education Assistant
as, Richard	Reading Memorial High School	Chemistry
Barbara	Wood End Elementary School	Special Education Assistant
, Judith	Birch Meadow Elementary School	Special Education Assistant
Amy	Alice M. Barrows Elementary School	Special Education Assistant
ngenhoven, Svea	Birch Meadow Elementary School	Special Education Teacher
Kaitlin	Wood End Elementary School	Special Education Assistant
Maryileen	Wood End Elementary School	Special Education Assistant
Michael	Walter S. Parker Middle School	Special Education Assistant
Josaeph	Reading Memorial High School	Athletics
Mary	Alice M. Barrows Elementary School	Special Education Assistant
Lucretia	Joshua Eaton Elementary School	Regular Education Assistant

Northeast Metropolitan Regional Vocational High School District

Serving
Chelsea
Malden
Melrose
No. Reading
Reading
Revere
Saugus
Stoneham
Wakefield
Winchester
Winthrop
Woburn

Annual Report 2007

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT

SCHOOL ADMINISTRATION

SUPERINTENDENT-DIRECTOR

Patricia K. Cronin

DEPUTY DIRECTOR/PRINCIPAL

John X. Crowley

VICE PRINCIPAL - VOCATIONAL COORDINATOR

Theodore Nickole

DISTRICT SCHOOL COMMITTEE

SCHOOL COMMITTEE CHAIRMAN

Deborah P. Davis - Woburn

VICE CHAIRMAN

Henry S. Hooton - Melrose

SECRETARY

Peter A. Rossetti, Jr. - Saugus

TREASURER

Paul L. Sweeney - North Reading

ASSOCIATE TREASURER

Anthony E. DeTeso - Stoneham

COMMITTEE MEMBERS

John J. Bradley - Winchester

Robert J. Capezza - Winthrop

Vincent J. Carisella - Wakefield

Michael T. Wall - Chelsea

Earl W. Fitzpatrick - Malden

Ronald J. Jannino - Revere

Maura A. Looney - Reading

Outstanding Student Award

Erin Flores, a senior from Chelsea, was chosen as Northeast's nominee at the State Awards Dinner for Outstanding Vocational Technical Students. The event is co-sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association.

National Technical Honor Society

The Northeast Chapter of the National Technical Honor Society held its Annual Induction Ceremony in March. At the ceremony, 12 seniors and 35 juniors were inducted. These students joined the previously inducted members to bring the Technical Honor Society Chapter to 69 members for the 2006-2007 school year.

National Honor Society

The Annual Induction Ceremony to the Northeast Chapter of the National Honor Society "Artisans" was held in March. At the ceremony, 37 seniors, 17 juniors and nine sophomores were inducted for the 2006-2007 school year bringing the total membership to 53.

National Skills/USA Awards

Thayara Moura of Malden participated in the National Skills USA Conference held in Kansas City during the Summer of 2006.

Student Advisory Rep to the School Committee

Wendy Barrientos, a senior from Chelsea, was elected as the Student Representative to the School Committee for the 2006-2007 school year.

Scholarship Committee

The Northeast Awards and Scholarship Committee awarded individual scholarships to 89 deserving students at the Eighth Annual Senior Recognition Night. A total of \$31,250 was given in scholarships and awards.

Northeast students working in their vocational field or entering trade apprenticeship programs were included in the above awards. These awards provide students the opportunity to purchase tools and equipment as well as assisting with entry level expenses toward trade education programs.

SCORE Peer Mediation Program

In September, Northeast began its 12th year affiliated with SCORE, a Peer Mediation Program. The SCORE Program was developed by the Office of the Attorney General of Massachusetts to help reduce the violence in schools. The mediation process is successful in resolving conflicts of all types.

Northeast has a full-time Coordinator, 35 trained students and three trained staff members. A trained mediator is a neutral person not involved in the dispute and, through the mediation process, helps people come to their own agreement about how they want to resolve their conflict.

Professional Development

Professional Learning in 2006-2007 focused on “Literacy and Getting Students to Proficiency.” The following activities took place:

- Joseph Fullerton of MAX Teaching presented demonstration Classrooms in MAX teaching Literacy strategies in August of 2006.
- Shore Collaborative presented Restraint Training in September. All staff members received mandatory annual instruction in restraint techniques and alternatives.
- Joseph O’Brien disseminated and analyzed MCAS results with the entire staff.
- High Schools That Work in Louisville, Kentucky where the topic was Building Effective School and Leadership Teams. Session 1 was in October and Session 2 was in February.
- Joseph O’Brien presented Literacy Across the Curriculum: Part 1 was in December, Part 2 was in January, Part 3 was in February and Part 4 was in April. This was a full staff workshop on a teacher’s role as facilitators to develop a school-wide literacy plan.
- In January, Lynch School Education presented ELL: Strategies for Instructors Dealing with Transitioning Students. All academic and CTE teachers were instructed in successful methods to instruct students transitioning from Sheltered English Immersion classes to regular Ed Academic and CTE classes.
- In January, High Schools That Work in Atlanta, GA, the topic was “Arriving at Proficiency” by Looking at Student Work and Assessments – seven academic and CTE teachers explored strategies to having students attain proficiency through local assessments.
- In April, the High Schools That Work January Team presented to the full staff training implementing the “Getting to Proficiency” concepts by Heather Boggs Sass.
- High Schools That Work Summer Conference in New Orleans, LA in July, 15 staff members attended a variety of national workshops geared at increasing student achievement.

Summer Enrichment Program

Two hundred twenty students participated in the Summer 2007 support program. Three categories were involved:

The Summer Transition Program had its most successful year to date. The three week program ran from July 16th through August 3rd. During that time, the program serviced 190 incoming freshmen supported by a 40 member team of teachers and support staff. Ably directed by Mr. John Carroll, the students participated in a condensed version of the Northeast school experience.

The program for each day consisted of a period of Mathematics and one of English followed by a double period in a career/technical shop area. Additional academic support was provided for incoming English Language Learner students. Auto Body/Collision Repair was offered for the first time which helped round out the career technical program offerings of Automotive Technology, Baking, Cosmetology, Culinary, Drafting and Design, Graphic Communications and Plumbing.

Student participation in the program was voluntary. The large number of students attending speaks highly of the eagerness of the members of the Class of 2011 to be a part of Northeast. Additionally, five of our newly hired teachers worked in the program. They received mentoring and support from the veteran teaching staff while experiencing new academic and career/technical programs and working with their future students.

This year, the Academic Enrichment Program supported over 40 Grades 10, 11 and 12 students in their efforts to improve their academic skills with the hopes of increasing their MCAS scores. These students, capably supported by five veteran teachers and directed by Ms. Sarah White, voluntarily participated in the program and received support in Mathematics, Social Studies, English and team building skills. Each week had a specific theme that was supported by all areas of the program.

An end of the week field trip to a related site helped tie the daily lessons together. This program continues to provide the type of support that has enabled Northeast students to reach new heights in MCAS achievement. These programs were fully funded by grants from the Massachusetts Department of Education.

Support Services

The Northeast Guidance Department staff offers support counseling through individual and group counseling, and specialized workshops and presentations. All faculty Guidance Counselors are certified as School Adjustment Counselors, and have either social work or school psychology backgrounds to equip them to handle the wide range of student issues that come forth. One School Adjustment Counselor is bilingual (Spanish-speaking).

A school psychologist supports the counseling staff, provides psychological testing, supports the Special Education Program, and maintains a small individual and group caseload. In addition, a Career Counselor and a non-traditional counselor (Spanish-speaking) round out the support staff with their focus on career awareness and vocational development.

Support groups are established each year based on student needs. Counselors may establish teen issues groups in each grade to support students who have difficulties with peer issues. An anger management group that is linked to the discipline system is offered after school in an effort to provide students with an understanding of their own anger, and an opportunity to develop new tools to use to manage anger more appropriately.

Support groups for pregnant and parenting teens, substance abusers, grieving students, Latino students, Asian students, gay students and others have all been offered at different times depending on the need and student interest. Individual counseling with students requires that counselors coordinate with doctors, psychiatrists, outside therapists, social workers and counselors, court personnel, police and others.

The Peer Mentoring Program provides educational assistance to students having difficulty with one or more academic subjects. Students who have been successful in specific subject areas and who have participated in training volunteer their time to assist others in the Library two afternoons per week.

The Mentoring Program is designed to supplement after school assistance provided by the academic and vocational teachers. The program benefits go beyond the student achievement as the relationships formed by the mentors and students help to break down barriers between different grade and age groups, and develop friendships that would not have had a chance to form. The Mentoring Program is coordinated by a counselor and a Math teacher with other teachers offering support and assistance.

Career counseling and the college application process are a large part of all of the counselors' roles but specialized support is provided by a Career Counselor and a part-time non-traditional support counselor. The Career Counselor manages a Career Development Program for all students that prepares the students for chosen career paths.

The curriculum focuses on career assessment, career information and requirements, interviewing skills, portfolios and resume preparation. By providing assessments to evaluate skills, interests and work values, the Career Counselor assists freshmen in their vocational selection process, and upper class students with linkages to post-secondary education and employment opportunities.

The non-traditional support counselor provides specialized support to those students who are enrolled in career areas that are considered non-traditional for their gender. By providing support groups, specialized presentations and field trips, students are prepared to understand the benefits of non-traditional choices, and to appropriately handle any difficulties that they might confront.

Special workshops and presentations are offered through the year for different groups of students. Each year, all freshmen participate in group workshops focusing on harassment, bullying and gender equity issues. Large group assemblies and presentations have been offered focusing on substance abuse, drunk driving, teen dating violence, tolerance, character building and others.

Grants

Title I – Economically Disadvantaged Districts – Funding from this grant provided for six Grade 9 and six Grade 10 English Language Arts classes for 180 students who exhibited Reading comprehension difficulty based on their Stanford 9 diagnostic testing, and Algebra/Geometry classes designed to address the needs of 180 students identified as “at risk,” or not passing the State Assessment test. Instruction in both the English Language Arts and Mathematics were enhanced by the use of technology in the Title I rooms as well as by support provided by the teaching assistants in these classes.

Title 2A – Teacher Quality – This grant provided for the hiring of an MCAS Preparation Instructor, the implementation of a teacher mentoring program to allow experienced teachers were assigned to work with non-professional status teachers as advisors, and the funding for the two workshops that the district provides as part of the two whole staff professional development days in accordance with the teacher contract.

Title 5 – New and Innovative Programs – Funds from this grant were used to hire two support staff members for the Summer Transition Program. These individuals worked with the incoming ninth graders to develop a publication that represented the efforts of the Summer program. The 60 page document is available upon request at the school.

Perkins Occupational Education Grant – Funds from this federal source provided for:

One Design and Visual Instructor	Staffing for Summer Transition Program
MCAS Remediation Teacher	MCAS Tutors for Remediation
50 Computers for Drafting	One MCAS Lab Specialist
Non-traditional Support Counselor	Contract for “High Schools That Work”
Support of Professional Develop. Activities	One Behavior Modification Specialist
Three ELL Paraprofessionals	

Secondary School Reading Grant – This grant allows for the continuation of a school-wide Reading team to study the literacy needs of students at Northeast. A plan of action calling for two 30 minute periods of Reading and Writing to occur in Grade 9 Exploratory was developed.

Summer Programs

Northeast Metro Teeh Summer Programs enjoyed another successful campaign since its inception in 1988. Over the years, both the Summer School and Computer Program have experienced remarkable growth. This year, the Summer Programs serviced nearly 400 students combined.

The Northeast Summer School serviced High School students in five different academic areas including Math, Science, English, Social Studies and Vocational Related while continuing to expand into the vocational enrichment and certification program areas. The goals of promoting a positive learning atmosphere, retention and promotion as well as providing skills to assist each student at the next grade level are paramount objectives behind the philosophical make up of our Summer School.

The popular Northeast Summer Computer Program completed a successful 19th year. Its objective of making learning fun had the counselors teach the participants skills that they can use during their school year while enjoying doing it.

These programs can help strengthen Reading and Math skills, and expand their general knowledge of the computer. Continued use of “Smart Board” technology along with some outstanding Power Point presentations were an exciting part of this year’s computer program along with swimming and diving instruction.

Adult Education

Our goal is to provide as many educational services as possible to the 350,000 residents of the Northeast Metropolitan Regional Vocational School District. In pursuing this goal, the Adult Education staff maximizes utilization of the Northeast facilities, offering an extensive selection of stimulating and practical programs on Monday through Saturday during the school year, and Monday through Friday during the Summer months.

Northeast offers a State Approved Auto Damage Appraisal Program as well as Journeyman's and Masters' Programs in Electrical, Plumbing, Sheet Metal, Carpentry and Gas Fitting.

As the Number One apprentice training center in New England, we guide hundreds of young men and women annually as they prepare for their journeyman's or masters' license in their trade. For the many senior citizens enrolled, we offer a wide variety of programs designed to satisfy their interest in crafts, hobbies, physical fitness, etc.

During the 2007 school year, the Adult Education agenda is the focus on strengthening the core curriculum and frameworks of our trade based areas. This is being accomplished by the standardization of each of the trade area curriculum. Our intent is to guarantee that all of our Adult Education students are being exposed to identical high quality career tech education in each of our classes.

2007 Graduates

The 2006-2007 school year represents the 37th class to matriculate at Northeast Metropolitan Regional Vocational School. Northeast graduated 268 students in the Class of 2007. The following is a breakdown of the graduates' status after graduation:

Employed - 122	Attending 4 year college - 67 *
Entering Military Service - 2	Attending 2 year college - 60 *
Other - 4	Apprentice school - 13 *

- * It should be noted that 52% of the graduating class went on to further their education either in a two or four year college or in an apprentice program. 264 members of the graduating class either entered military service, are employed, or seeking further education – that figure represents 99% of the Class of 2007.

Special Needs Enrollment

Special Needs enrollment for the 2006-2007 school year continued to represent a fair share of the total school enrollment with students. The 342 Special Needs students represent 27% of the school population.

Athletic Records

The Northeast Girl's Varsity Soccer Team qualified for both the MIAA State Tournament and the Massachusetts Vocational Tournament. In the State Tournament, they were eliminated in the Division III North Semi-Finals. They finished third in the State Vocational Tournament.

The Northeast Boy's Varsity Soccer Team again qualified for the MIAA State Tournament. They advanced to the quarterfinals.

The Northeast Golf Team qualified for both the Massachusetts Vocational and State Tournaments. They finished eighth in the Massachusetts Vocational Tournament.

The Northeast Cross Country Team had three members qualify for the States. They finished fifth in the State Vocational Championship.

The Northeast Swim Team won the State Vocational Championship for the fourth consecutive year. They also qualified for the MIAA Tournament and placed two swimmers in the State in individual events.

Boys Basketball qualified for the MIAA Tournament.

Northeast had two wrestlers qualify for the State Competition.

The Northeast Hockey Team was eliminated from the MIAA Tournament in Division III North Semi-Finals. They won the first State Vocational Championship.

The Outdoor Track Team had three participants qualify for the State Competition. The team finished fifth in the State Vocational Championship.

District School Committee Election of Officers

At the Annual Organizational Meeting of the District School Committee on January 11, 2007, the following members were elected Officers of the Northeast District School Committee:

Chairman	Deborah P. Davis of Woburn
Vice Chairman	Henry A. Hooton of Melrose
Secretary	Peter A. Rossetti, Jr. of Saugus
Treasurer	Paul L. Sweeney of North Reading
Assoc. Treasurer	Anthony E. DeTeso of Stoneham

Conclusion

As Northeast celebrates its 38th year of Vocational/Technical Excellence to its 12 member communities, its aim is to continue to offer the latest in vocational/technical and academic education by maintaining a high level of performance. This high level of performance also encompasses continued improvement in academic achievement with regard to MCAS. The Northeast Class of 2007 had a 99% pass rate of the MCAS test by graduation.

Northeast is continually updating curriculum, and continues to offer MCAS Enrichment Classes for those students who need additional preparation for the MCAS which now includes Science beginning with the Class of 2010.

Northeast also provides a Summer Enrichment Program for the incoming freshmen. The school continues to offer students the finest education with which to build a successful career through the latest in equipment, software and technology offered in all vocational programs no matter which career path they have chosen.

This year, the addition of a Career Center where students have access to laptops to develop career plans, learn of all business aspects of their industries, prepare comprehensive portfolios, resumes and college plans has Northeast a step ahead of all other schools in Career Technical Education.

Evidence of our past success is reflected in the students who have graduated from Northeast Metro Tech. The Alumnus stories of success and their readiness and willingness to help school officials by speaking at recruiting sessions at the local schools, as well as recruiting graduates for employment, is proof of their dedication to Northeast. Northeast currently has 20 alumni employed at the school. Testimonials as to the success of our graduates continue to be received which makes us proud to have contributed in some small way to their accomplishments.

Once again, I am proud to have represented Reading as a member of the Northeast Metropolitan Regional Vocational District School Committee, not only to serve as the guardian of funds allocated from the community to this educational institution but also to assist in and provide counsel to the school in maintaining the highest standards of educational excellence possible.

Respectfully submitted,

Maura A. Looney
Northeast School Committee
Reading Representative

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL

ENROLLMENT HISTORY

CITY/TOWN DISTRICT	S.Y. 97-98	S.Y. 98-99	S.Y. 99-00	S.Y. 00-01	S.Y. 01-02	S.Y. 02-03	S.Y. 03-04	S.Y. 04-05	S.Y. 05-06	S.Y. 06-07	S.Y. 07-08
Chelsea	250	239	223	236	276	240	268	258	221	203	198
Malden	232	235	237	206	172	150	157	175	215	238	234
Melrose	36	26	32	28	19	30	40	36	56	64	64
North Reading	10	12	12	14	21	27	29	30	28	40	38
Reading	14	25	22	23	23	22	22	25	19	26	26
Revere	218	227	252	267	270	277	272	256	241	242	238
Saugus	161	145	136	128	129	139	148	139	146	137	138
Stoneham	37	40	36	39	40	36	28	37	34	46	44
Wakefield	28.5	34	50	52	41	39	34	36	59	65	61
Winchester	2	2	7	8	8	9	9	6	7	9	9
Wingthrop	21	23	28	27	35	40	40	37	41	45	44
Woburn	53	55	60	64	74	87	85	107	99	97	97
TOTALS	1062.5	1063	1095	1092	1108	1096	1132	1142	1166	1212	1191
NON DISTRICT	45.0	48	47	37	27	40	44	48	43	47	53
GRAND TOTAL	1107.5	1111	1142	1129	1135	1136	1176	1190	1209	1259	1244
SPECIAL NEEDS ENROLLMENT	213.5	258	244	214	233	273	275	287	320	342	333
% SPECIAL NEED ENROLLMENT	22%	19%	23%	21%	21%	24%	23%	24%	26%	27%	26%

**NORTHEAST METROPOLITAN REGIONAL VOCATIONA SCHOOL DISTRICT
COMPARISON OF ASSESSMENTS**

	BUDGET FY2006	BUDGET FY2007	VARIANCE \$	VARIANCE %
GROSS BUDGET	\$16,282,327	\$17,090,302	\$807,975	4.9623%
LESS REVENUES				
Chapter 70 Aid	\$5,441,142	\$6,463,689	\$1,022,547	18.79%
Transportation	\$523,250	\$580,972	\$57,722	11.03%
TOTAL REVENUES	\$5,964,392	\$7,044,661	\$1,080,269	18.11%
NET ASSESSMENTS	\$10,317,935	\$10,045,641	(\$272,294)	-2.64%
CHelsea	\$1,269,085	\$825,626	(\$443,459)	-34.94%
MALDEN	\$1,290,485	\$1,342,296	\$51,811	4.01%
MELROSE	\$436,408	\$606,099	\$169,691	38.88%
NO. READING	\$280,317	\$296,835	\$16,518	5.89%
READING	\$251,081	\$219,035	(\$32,046)	-12.76%
REVERE	\$2,148,658	\$1,814,005	(\$334,653)	-15.57%
SAUGUS	\$1,729,437	\$1,871,034	\$141,597	8.19%
STONEHAM	\$449,224	\$432,017	(\$17,207)	-3.83%
WAKEFIELD	\$488,221	\$708,723	\$220,502	45.16%
WINCHESTER	\$81,344	\$88,548	\$7,204	8.86%
WINTHROP	\$334,802	\$396,888	\$62,086	18.54%
WOBURN	<u>\$1,558,873</u>	<u>\$1,444,535</u>	<u>(\$114,338)</u>	<u>-7.33%</u>
TOTAL	\$10,317,935	\$10,045,641	(\$272,294)	-2.64%

	STUDENTS FY2006	STUDENTS FY2007	VARIANCE	PERCENT OF CONTRIBUTION
CHelsea	232	221	-11	18.95369%
MALDEN	204	215	11	18.43911%
MELROSE	52	56	4	4.80274%
NO. READING	24	28	4	2.40137%
READING	26	19	-7	1.62950%
REVERE	245	241	-4	20.66895%
SAUGUS	145	146	1	12.52144%
STONEHAM	38	34	-4	2.91595%
WAKEFIELD	44	59	15	5.06003%
WINCHESTER	5	7	2	0.60034%
WINTHROP	39	41	2	3.51630%
WOBURN	<u>114</u>	<u>99</u>	<u>-15</u>	<u>8.49057%</u>
TOTAL	1168	1166	-2	100.00000%

Northeast Metropolitan Regional Vocational School District
Combined Balance Sheet – All Fund Types and Account Groups
June 30, 2007

	<i>Governmental Fund Types</i>		<i>Reserve for Capital Project</i>	<i>Fiduciary Fund Type</i>	<i>Account Groups</i>
	<i>General</i>	<i>Special Revenue</i>	<i>Capital Project</i>	<i>Trust and Agency</i>	<i>General Fixed Assets</i>
<i>Assets</i>					
Cash	\$ 1,619,616	\$ 945,230	\$ 337,582	\$691,066	\$ -
Accounts Receivable	-	-	-	-	-
Fixed Assets	-	-	-	-	6,588,463
Total Assets	<u>\$ 1,619,616</u>	<u>\$ 945,230</u>	<u>\$ 337,582</u>	<u>\$ 691,066</u>	<u>\$ 6,588,463</u>
<i>Liabilities</i>					
Accounts Payable	\$ 129,050	\$ 40,001	-	\$ -	\$ -
Deferred Revenue	-	187,419	-	-	-
Accrued Salary	610,885	92,107	-	-	-
Accrued Sick and Vacation	230,934	-	-	-	-
Total Liabilities	<u>\$ 970,869</u>	<u>\$ 319,527</u>	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>
<i>Fund Equity</i>					
Investment in General Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ 6,588,463
Retained Earnings	-	44,110	-	-	-
Fund Balances:					
Reserve for Encumbrances	64,691	-	-	-	-
Reserve for Waterline	-	-	337,582	-	-
Reserve for Immunization Program	5,500	-	-	-	-
Reserve for Insurance	-	-	-	559,939	-
Undesignated	578,556	581,593	-	131,127	-
Total Fund Equity	<u>648,747</u>	<u>625,703</u>	<u>337,582</u>	<u>691,066</u>	<u>\$ 6,588,463</u>
Total Liabilities & Fund Equity	<u>\$ 1,619,616</u>	<u>\$ 945,230</u>	<u>\$ 337,582</u>	<u>\$ 691,066</u>	<u>\$ 6,588,463</u>

Northeast Metropolitan Regional Vocational School District

Special Revenue Funds

June 30, 2007

<i>Undesignated Fund Balance</i>	<i>Amount</i>
Medicaid	\$ (19,936)
Adult Education	72,126
Building Usage	58,169
Athletics	6,915
School Choice	478,330
Grants	(147,771)
State Wards	19,665
Cafeteria	<u>114,095</u>
Total	<u>\$ 581,593</u>

Northeast Metropolitan Regional Vocational School District

Trust and Agency Fund

June 30, 2007

<i>Undesignated Fund Balance</i>	<i>Amount</i>
Student Activity	\$ 76,634
Scholarship	<u>54,493</u>
Total	<u>\$ 131,127</u>

APPOINTED AND ELECTED TOWN BOARDS, COMMITTEES & COMMISSIONS
(December 12, 2007)

<u>Title</u>	<u>#Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp.</u>	<u>Appt'g. Auth.</u>
Animal Control Appeals Committee	3	3 yrs.			BOS
Vacancy			()	2009	
David Singer	66 Prospect Street		(06)	2008	
James Bonazoli	100 Grove Street		(06)	2010	

Audit Committee	7	3 yrs.			
Andrew Grimes, Chr.	103 Oak Street		(04)	2010	FinCom
Marsie West	3 Whitehall Lane		(07)	2008	FinCom
Stephen Herrick	9 Dividence Road		(05)	2009	BOS
Chuck Robinson	81 Prospect Street		(06)	2008	Sch. Com.
Lisa Gibbs	9 Priscilla Road		(04)	2009	Sch. Com.
Phil Pacino	5 Washington St.		(03)	2008	RMLD
Camille Anthony	26 Orchard Park Drive		(04)	2010	BOS

Aquatics Advisory Board	3	3 yrs.			BOS & Rec. Com.
Lois Margeson	61 Putnam Road		(99)	2009	
Jack Downing	91 Whittier Road		(04)	2010	Rec. Com.
Vacancy			()	2008	BOS

Board of Appeals	5 + 2 Associates	3 yrs.			BOS
Susan Miller	26 Avon Street		(99)	2008	
Robert A. Redfern, Chairman	54 Prospect Street		(01)	2009	
John A. Jarema	797 Main Street		(78)	2010	
Paul Dustin, V. Chr.	3 Orchard Park Dr.		(03)	2009	
Vacancy			()	2008	
Peter Tedesco (Associate)	15 Intervale Terrace		(06)	2010	
Clark W. Petschek (Associate)	659 Haverhill Street		(06)	2008	

Board of Assessors	3	3 yrs.			Elected
Ralph Colorusso, Chr.	31 Enos Circle		(00)	April'10	
Francis Golden, V. Chr.	5 Wells Road		(07)	April'09	(08)
Robert I. Nordstrand, Secretary	384 Franklin Street		(69)	April'08	

BOS – Board of Selectmen; T. Mgr – Town Manager, Mod. – Town Moderator; B V. of O. – By virtue of office; Sch. Com. – School Committee; FChr. – Finance Committee Chairman; E. by E - Elected by Employees. *All terms expire June 30 of year noted, unless indicated otherwise

<u>Title</u>	<u>#Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp.</u>	<u>Appt'g. Auth.</u>
Board of Cemetery Trustees	6	3 yrs.			BOS
Mary R. Vincent, Chairman	17 Indiana Avenue	(94)	2009		
Ronald O'Connell, V. Chr.	63 Colburn Road	(96)	2008		
William C. Brown, Sec.	28 Martin Road	(96)	2009		
Janet Baronian	75 Mill Street	(99)	2008		
Ronald Stortz	538 Summer Ave.	(04)	2010		
Elise M. Ciregna	48 Pearl Street	(07)	2010		

Board of Health	3	3 yrs.			BOS
Colleen Seferian, V. Chr.	56 Vine Street	(99)	2008		
Barbara A. Meade, Chairman	11 Ash Hill Road	(01)	2009		
David Singer	66 Prospect St.	(03)	2010		

Board of Library Trustees	6	3 yrs.			Elected
Victoria V. Yablonsky	93 Grand Street	(02)	April'08		
David P. Hutchinson	41 Harvard Street	(05)	April'08		
Susan Hopkins Axelson, V. Chr.	300 Charles St.	(03)	April'09		
Richard H. Curtis	15 Holly Road	(07)	April'10		
Cherrie Dubois	9 Meadow Brook Lane	(07)	April'10		
Karyn Storti, Chairman	31 Green St.	(03)	April'09		

Board of Registrars	4-2 from each major party	3 yrs.			BOS
Harry Simmons	17 Pine Ridge Road	(06)	2008		
Gloria R. Hulse	107 Sanborn Lane	(92)	2009		
Krissandra Holmes	77 Redgate Lane	(06)	2010		
Cheryl A. Johnson	177 Pine Ridge Road	(96)	Indef.	B.V. of O.	

Board of Selectmen	5	3 yrs.			Elected
James E. Bonazoli, Chairman	100 Grove Street	(05)	April'08		
Stephen Goldy, V. Chr.	42 Berkeley Street	(06)	April'10		
Ben Tafoya, Secretary	40 Oak Street	(05)	April'08		
Camille W. Anthony	26 Orchard Park Drive	(94)	April'09		
Richard W. Schubert	119 Winthrop Ave.	(01)	April'10		

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<u>Title</u>	<u>#Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp.</u>	<u>Appt'g. Auth.</u>
Bylaw Committee	5	3 yrs.			Appt. Com.
Philip B. Pacino, Chairman	5 Washington St., Unit D6	(86)	2010		
Dolores S. Carroll, Secretary	37 Johanna Drive	(87)	2008		
John H. Russell	91 Spruce Road	(91)	2009		
George A. Theophanis	86 West Street	(78)	2008		
Ronald T. O'Keefe, Jr.	44 Batchelder Road	(06)	2009		

Bylaw Committee Appointment Committee		3 yrs.			
Philip B. Pacino	5 Washington St., Unit D6		Chr. Bylaw Com.		
James Bonazoli	100 Grove Street		Chr. BOS		
Alan Foulds	9 Ide Street		Town Moderator		

Capital Improvements Advisory Subcommittee	9 FinCom	1 yr.			FinCom
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Celebration Committee	5	3 yrs.			
Kurt Habel	832 Main Street	(99)	2009	BOS	
Rita Robertson	9 Elm Street	(02)	2008	Mod.	
Mark Cardono, Chairman	26 Boswell Road	(99)	2008	Historical	
Bob McLaughlin	14 Galvin Circle	(02)	2010	Library	
Everett Blodgett	99 Prescott Street	(00)	2009	Sch. Com.	

Cities for Climate Protection Program Committee	5	3 yrs.			BOS
Ronald D'Addario	97 Summer Ave.	(06)	2009		
Michele Benson	128 Eastway	(06)	2010		
Gina Snyder, Chairman	11 Jadem Terrace	(06)	2010		
Tracy Sopchak	364 Franklin Street	(06)	2008		
Stephanie Anderberg Sec.	181 Lowell Street	(06)	2008		
Joan Boegel (Associate)	3 Highland Street	(07)	2008		
Ray Porter (Associate)		(07)	2008		
Daniel Blodgett (Associate)	49 Pratt Street	(06)	2008		

Commissioners of Trust Funds	3	3 yrs.			BOS
Elizabeth W. Klepeis, Chr.	68 Tennyson Road	(05)	2008		
Neil Cohen	51 Red Gate Lane	(07)	2009		
John J. Daly, V. Chr.	163 Woburn Street	(95)	2010		
Camille Anthony	26 Orchard Park Drive				
Nancy Heffernan	16 Lowell Street		Indef.	BVO	

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<u>Title</u>	<u>#Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp.</u>	<u>Appt'g. Auth.</u>
Community Planning & Development Commission	5	3 yrs.			BOS
John Sasso	10 B Street	(04)	2008		
Brant Ballantyne, Chairman	52 Blueberry Lane	(06)	2009		
Nicholas Safina	221 South Street	(06)	2010		
John Weston	10 Winthrop Ave.	(07)	2010		
David B. Tuttle, Secretary	27 Heather Drive	(06)	2008		
Israel Maykut (Associate)	22 Middlesex Ave.	(06)	2008		
Christopher Nolty (Associate)	35 Plymouth Road	(07)	2008		
George Katsoufis (Associate)	9 Berkeley Street	(06)	2008		

Conservation Commission	7	3 yrs.			BOS
William Hecht, V. Chr.	73 Martin Road	(03)	2008		
William Ogden Finch	51 Mill Street	(98)	2008		
Douglas N. Greene	31 Cape Cod Ave.	(00)	2009		
Mark Wetzel, Chairman	163 County Road	(05)	2010		
Jamie T. Maughan	263 Woburn Street	(03)	2009		
Annika Scanlon	3 Copeland Avenue	(06)	2010		
Barbara Stewart	52 County Road	(06)	2009		

Constables	Up to 5	3 yrs.			BOS
Thomas H. Freeman	P.O. Box 825	(93)	2009		
Sally M. Hoyt	221 West Street	(72)	2008		
John Della Paolera	533 Summer Avenue	(07)	2008		
Alan Ulrich	55 Hancock Street	(04)	2010		

Contributory Retirement Board	5	3 yrs.			
Frank Driscoll	7 Ordway Terrace		2008	E. by E.	
Joe Veno, Chairman	11 Rock St., N. Reading		2010	E. by E.	
Gail LaPointe, Town Acct.	16 Lowell Street		Indef.	B.V. of O.	
Richard Foley	68 Tennyson Road		12/08	BOS	
Daniel B. Seferian, V. Chr.	56 Vine Street		2009	Board	

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Council on Aging	10	3 yrs.			BOS
Margaret Havey	23 Van Norden Road	(06)	2009		
Steve Oston	68 Sturges Road	(07)	2010		
Sally M. Hoyt	221 West Street	(04)	2010		
Marguerite Bosnian	46 Putnam Road	(06)	2009		
Carol Patterson, Chairman	128 Grove Street	(03)	2009		
Edwina Kasper	76 Village Street	(98)	2008		
Carole N. Scrima, V. Chr.	709 Gazebo Circle	(04)	2010		
Barbara A. Powers	25 Belmont Street	(00)	2009		
Ruth Goldberg	11 Bond St.	(02)	2008		
Stacy Bertocchi, Secretary	250 High Street	(05)	2008		
Charles J. McDonald (Assoc.)	41 Canterbury Drive	(06)	2008		

Cultural Council	7	3 yrs. (6 max.)			BOS
Lorraine Horn	99 Beaver Road	(06)	2010		
Vicky Schubert, Secretary	119 Winthrop Avenue	(06)	2009		
Anne W. Hooker, Treasurer	87 Village Street	(02)	2008		
Karyn S. Storti	31 Green St. #8	(02)	2008		
Elizabeth Whitelam, Chr.	7 Gilmore Avenue	(05)	2010		
Jacqueline Steele, V. Chr.	38 Fairmount Rd.	(06)	2008		
Kathleen Kelly	36 Grove Street	(03)	2009		

Custodian of Soldier's And Sailor's Graves	1	up to 5 yrs.			
Francis P. Driscoll	7 Ordway Terrace	(92)	2010	BOS	

Employee Awards Committee	5	1 yr.			
Peter I. Hechenbleikner	102 Eastway		Indef.	B.V. of O.	
Vacancy				BOS	
Vacancy				T. Mgr.	
Vacancy					
Vacancy					

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Economic Development Committee	5	3 yrs.			BOS
Russell Graham, Chairman	68 Maple Ridge	(06)	2008		
John Russell, V. Chr.	91 Spruce Road	(06)	2009		
Sheila Clarke, Secretary	536 Haverhill St.	(06)	2008		
Leslie McGonagle	140 Pine Ridge Road	(06)	2010		
Meghan Young-Tafoya	40 Oak Street	(06)	2010		
Michelle R. Williams (Assoc.)	31 Melbourne Avenue	(07)	2008		

Finance Committee	9	3 yrs. (9 yrs. Max.)	FinCom	AppCom
Andrew Grimes, Chairman	103 Oak Street	(00)	2009	
Barry Berman	54 Longview	(07)	2008	
George Hines	35 Grand Street	(05)	2008	
David Greenfield	192 Woburn Street	(05)	2008	
Ronald Powell	328 South Street	(05)	2009	
Matthew Wilson	385 Summer Ave.	(07)	2010	
Thomas White	46 Grand Street	(07)	2010	
Harold S. Torman	77 Sunnyside Ave.	(03)	2010	
Marsie K. West, V. Chr.	3 Whitehall Lane	(03)	2009	

FinCom Appointment Committee	3	1 yr.		
Alan E. Foulds, Chairman	9 Ide Street		Indef.	Moderator
Andrew Grimes	103 Oak Street		Indef.	Fin. Chr.
Ben Tafoya	40 Oak Street		Indef.	Chr. BOS

Health Insurance Advisory Committee	3 yrs.	
Stan Quinlan	Coolidge	Teachers
Pat Iapicca	15 Union St.	Patrolmen
Richard Davidson	Birch Meadow	School
Sherry Carpenella	62 Oakland Road	School
William High	16 Lowell Street	Eng/WTP
George Strazzere	16 Lowell Street	DPW
Michael Cloonan	15 Union Street	Sup. Officers
Arthur Vars	Fire Department	Fire Fighters
Paula Santarpio	RMHS	Cafeteria
Joe Coughlin	16 Lowell Street	Custodians
		Dispatchers
Darlene Porter	Building Maint.	Sch. Clerical
Jack Flaherty	RMLD	RMLD Line
Beth Ellen Antonio	RMLD	RMLD Non-Union
		RMLD Clerical
Paula Schena	16 Lowell Street	Town Non-Union
Lynn Dunn	Barrows	Nurses
Roberta Guarciariello	Barrows	Ed. Assistants

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Historical Commission	5 + Associates	3 yrs.			BOS
Virginia M. Adams	59 Azalea Circle	(78)	2008		
Mark Cardono, Secretary	26 Boswell Road	(98)	2010		
Roberta M. Sullivan, Treasurer	76 Minot Street	(96)	2008		
Kathryn Greenfield, Chr.	192 Woburn St.	(05)	2009		
Sharlene Reynolds Santo	46 Wakefield St.	(99)	2010		
Karen Herrick (Assoc.)	9 Dividence Road	(05)	2008		
Susan Patterson (Assoc.)	572 Haverhill Street	(05)	2008		

Housing Authority	5	5 yrs.			BOS
John A. Coote, Treasurer	332 Summer Ave.	(01)	2008		
Karen Flammia	19 Vista Ave.	(00)	2010		
Mary E. Connors, V. Chr.	52 Sanborn St. Apt. 103	(96)	2012		
Diane Cohen	51 Redgate Lane	(04)	2011		State Appts.
Timothy Kelley, Chairman	84 Woburn Street	(96)	2009		

Human Relations Advisory Committee	7	3 yrs.			BOS
Margaret Soli, Chairman	19 James Road	(01)	2008		
Lori Hodin	385 Summer Avenue	(07)	2010		
Elaine Webb (School)	309 Pearl Street	(06)	2008		
Paul Kelley, Secretary	56 Sunnyside Avenue	(01)	2009		
Charles McDonald (BOS)	41 Canterbury Drive	(03)	2009		
James Cormier (Police)	15 Union Street	(05)	2010		
Nancy M. Najmi	65 Marla Lane	(04)	2010		
Randall Jones (Associate)	1 Cross Street	(07)	2008		

Landbank Committee	3	3 yrs.			BOS
Daniel Blodgett	49 Pratt Street	(06)	2008		
Vacancy		()	2010		
Edward G. Smethurst, Chr.	86 Gleason Road	(88)	2009		

MBTA Advisory Board	1	Indef.			T. Mgr.

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(MEPA) Rep to Citizens Advisory Committee	1 + Alternate	Indef.			BOS
Steven G. Oston	66 Sturges Road				
Robert F. Cashins (Alternate)	12 Ash Hill Road				

Metropolitan Area Planning Council	1 + Alternate	3 yrs.			BOS
Steven Sadwick	138 Prospect Street	(05)	2008		
John Weston(Alternate)		(05)	2008		

Moderator	1 year				Elected
Alan Foulds	9 Ide Street		April 08		

Municipal Light Board	5	3 yrs.			Elected
Philip B. Pacino	5 Washington St. Unit D6	(87)	April 10		
Ellen C. Kearns, Chairman	2 Beaver Road	(04)	April 10		
Richard S. Hahn, V. Chr.	29 Buckingham Drive	(05)	April 09		
Robert Soli, Secretary	19 James Road	(02)	April 08		
Mary Ellen O'Neill, Secretary	125 Summer Ave.	(06)	April 09		

Mystic Valley Elder Services, Inc.	2	3 yrs.			
Dawn Foloupolos	16 Lowell Street		9/30/09	COA	
Rheta C. McKinley	4 Elderberry Lane 211		9/30/09	BOS	

North Suburban Planning Council	4				BOS
Ben Tafoya	40 Oak Street	(07)	2010		
Vacancy (BOS Alt.)		()	2010		
Vacancy		()	2009	CPDC	
Vacancy (CPDC Alt.)		()	2009		

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RCTV Board of Directors	2	3 yrs.			BOS & School
Gail Wood	213 Pleasant Street	(04)	2008		BOS
John Carpenter	114 Hanscom Ave.	(05)	2008		Sch. Com.

Reading Ice Arena Authority	1	3 yrs.			BOS
George Hines	35 Grand Street	(93)	2008		

RMLD Citizen Advisory Board	1	3 yrs.			BOS
Andrew Herlihy	432 Haverhill Street	(06)	2008		

Recreation Committee	8 + 1 Sch. Com. + Alt.	3 yrs.			BOS
Nancy Linn Swain, Chairman	35 Minot Street	(03)	2009		
Michael DiPetro, V. Chr.	23 Sanborn Lane	(04)	2010		
Christopher Campbell	12 Overlook Road	(93)	2008		
Jack Downing	91 Whittier Road	(97)	2008		
Francis Driscoll	7 Ordway Terrace	(04)	2010		
Mary Anne Kozlowski	16 Weston Road	(03)	2008		Sch. Com.
Catherine R. Kaminer	37 Warren Avenue	(88)	2010		
Mary Ellen Stolecki	33 Lewis Street	(00)	2009		
John Winne	29 Clover Circle	(97)	2009		
Beth Claroni (Assoc.)	32 Emerald Drive	(06)	2008		

Regional School District Committee	1	4 yrs.			Elected
Maura Looney	47 Tamarack Road	(04)	Nov'08		

Rules Committee	8	1yr. - No more than 6 consecutive yrs.			Prec. Mem.
William R. Grace (Precinct 1)	389 Haverhill St.	(03)			
Peter G. Coumounduros (Prec. 2)	24 Smith Avenue	(01)			
Douglas A. Bruce (Precinct 3)	67 John Street	(99)			
Glen M. Hartzler (Precinct 4)	119 West St.	(03)			
Robert L. Fuller (Precinct 5)	450 Summer Ave.	(03)			
Mary Ellen O'Neill (Prec. 6)	125 Summer Ave.	(03)			
Jeffrey W. Struble (Precinct 7)	4 Tower Road	(03)			

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Karen G. Herrick (Precinct 8)	9 Dividence Road	(03)
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<u>Title</u>	<u>#Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp.</u>	<u>Appt'g Auth.</u>
School Committee	6	3 yrs.			Elected
Carl McFadden	33 Wakefield St.	(02)	April 08		
Christopher Caruso	77 Hartshorn Street	(06)	April 09		
David Michaud, V. Chr.	54 Hanscom Ave.	(06)	April 09		
Charles Robinson	81 Prospect Street	(07)	April 10		
Lisa Gibbs, Chairman	9 Priscilla Road	(04)	April 08		
Elaine L. Webb	309 Pearl St.	(03)	April 10		

Sick Bank Committee	9	3 yrs.			
Nancy Aberman	64 Middlesex Ave.		2009	T. Mgr.	
Margaret A. Campbell, Chr.	16 Lowell Street		2010	T. Mgr.	
Marie Ammer	16 Lowell Street		2008	T. Mgr.	
Vacancy (Dispatcher)	15 Union Street		2008	Union	
Peter Garchinsky (Police Sup.)	15 Union Street		2008	Union	
Tom Ward (DPW)	16 Lowell Street		2009	Union	
Carol Roberts	16 Lowell Street		2008	T. Mgr.	
Pat Iapicca (Police Patrol)	15 Union Street		2008	Union	
James D'Entremont(Eng./WTP)	16 Lowell Street		2010	Union	

Telecommunications and Technology Advisory Committee					
	5	3 yrs.			BOS
Benjamin Ream	972 Main Street	(04)	2010		
Douglas Cowell	958 Main St.	(99)	2008		
Bill Cowie	110 Van Norden Road	(05)	2009		
C. Pitt Crandlemire	32 Cross Street	(06)	2010		
Douglas Reid	29 Hampshire Road	(07)	2008		

Town Forest Committee	3	3 yrs.			BOS
George B. Perry, II, Chairman	230 Franklin Street	(76)	2009		
Louis deBrigard	37 Auburn Street	(02)	2008		
Joan Hoyt (Associate)	89 Oakland Road	(06)	2008		
Thomas W. Connery	101 Beaver Road	(03)	2010		

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West Street Historic District Commission					
	6	3 yrs.			BOS
Rick Nazzaro	11 Partridge Road	(07)	2010		
Susan Patterson, Chairman	572 Haverhill Street	(05)	2010		
Dorothy Casolaro, Sec.	150 West Street	(05)	2008		
Kathryn Greenfield	192 Woburn Street	(05)	2008		
David Kruh, V. Chr.	3 Wescroft Road	(05)	2009		
Vacancy			2009		

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FY09 Budget Summary Town of Reading

<div style="border: 1px solid black; padding: 2px; display: inline-block;"> Town of Reading Revenues - Details 4/9/08 11:00 AM </div>						
No.	Actual FY - 2006	Actual FY - 2007	Amended (Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009	FINCOM Actions
Property Taxes						
Tax levy (within levy limit)	40,441,305	42,207,949	44,127,125	45,793,028	3.8%	
New Growth	731,774	842,905	549,000	250,000	-54.5%	
Tax levy (debt exclusion)	2,710,185	2,737,196	2,779,887	2,780,988	0.0%	
Abatements and exemptions	(536,408)	(557,963)	(525,313)	(538,446)	2.5%	
A1 Total Property Taxes	43,346,856	45,230,087	46,930,699	48,285,570	2.9%	
Other Local Revenues						
Motor Vehicle Excise	2,835,294	2,756,670	3,045,000	2,850,000	-6.4%	
Penalties/interest on taxes	155,134	157,489	168,000	170,000	1.2%	
Payments in lieu of taxes	255,886	272,646	241,500	255,000	5.6%	
Charges for services	1,573,930	1,747,376	1,638,000	1,550,000	-5.4%	
Licenses & permits	77,586	75,058	78,750	75,000	-4.8%	
Special Assessments	3,654	3,053	5,250	5,000	-4.8%	
Fines	147,498	148,440	162,750	145,000	-10.9%	
Interest Earnings	1,443,604	2,013,497	751,275	1,070,000	42.4%	decreased \$130,000
Medicaid Reimbursement	520,360	448,636	472,500	400,000	-15.3%	
Other	40,983	73,287				
A2 Total Other Local Revenues	7,053,929	7,696,152	6,563,025	6,520,000	-0.7%	
Intergovernmental Revenue						
State Aid (Net of offsets)	10,225,394	11,587,502	12,481,394	13,727,133	10.0%	increased \$330,000
MSBA	1,677,251	1,728,537	1,395,908	1,396,558	0.0%	
Other state aid -Supplemental Aid	51,182	187,272				
A3 Total Intergov't Revenues	11,953,827	13,503,311	13,877,302	15,123,691	9.0%	
Operating Transfers and Available Funds						
A4a Cemetery sale of lots	48,000	39,666	10,000	37,665	276.7%	
A4b Sale of real estate funds	375,000	434,410	375,000	350,000	-6.7%	
A4c Reading Ice Arena Authority	120,000	120,000	120,000	120,000	0.0%	
RMLD earnings distribution	1,946,870	2,010,991	2,081,376	2,154,224	3.5%	
A4d Overlay surplus	147,717	261,707	169,213	151,667	-10.4%	
Medicare D Reimbursement		52,794	108,000	0	-100.0%	
Developer Mitigation	50,000	440,000	0			
A4 Total Transfers & Available	2,687,587	3,359,568	2,863,589	2,813,556	-1.7%	
A5e Certified Free Cash	1,125,115	784,145	664,732	75,000	100.0%	increased \$75,000
Stabilization Fund			500,000			
A5 Free Cash & Savings	1,125,115	784,145	1,164,732	75,000	-93.6%	
TOTAL REVENUES	66,167,314	70,573,263	71,399,347	72,817,817	1.99%	

Sources of Funding Notes:

S15 Cemetery Expenses	\$ 37,665	from Cemetery sale of lots (A4a above)
D99 Debt Service	\$ 350,000	from Sale of Real Estate funds (A4b above)
S12 Recreation Wages	\$ 120,000	from Reading Ice Arena Authority (A4c above)
B4 Contributory Retirement	\$ 151,667	from Overlay surplus (A4d above)
U99 School Department	\$ 75,000	from Free Cash (A5e above)



FY09 Budget Summary Town of Reading

Town of Reading Revenue Summary		Actual FY - 2006	Actual FY - 2007	Amended (Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009
No.						
A	General Fund Revenues	\$ 65,042,199	\$ 69,789,118	\$ 70,234,615	\$ 72,742,817	3.6%
A1	Total Property Taxes	43,346,856	45,230,087	46,930,699	48,285,570	2.9%
A2	Total Other Local Revenues	7,053,929	7,696,152	6,563,025	6,520,000	-0.7%
A3	Total Intergov't Revenues	11,953,827	13,503,311	13,877,302	15,123,691	9.0%
A4	Total Transfers & Available	2,687,587	3,359,568	2,863,589	2,813,556	-1.7%
A5	Ear-marked revenues	(4,387,436)	(4,465,733)	(4,175,795)	(4,177,546)	0.0%
	Debt Exclusion	(2,710,185)	(2,737,196)	(2,779,887)	(2,780,988)	0.0%
	MSBA	(1,677,251)	(1,728,537)	(1,395,908)	(1,396,558)	0.0%
A98	Revenues before Cash/Sav.	\$ 60,654,763	\$ 65,323,385	\$ 66,058,820	\$ 68,565,271	3.8%
A6	Free Cash & Savings	1,125,115	784,145	1,164,732	75,000	-93.6%
A99	Net Available Revenues	\$ 61,779,878	\$ 66,107,530	\$ 67,223,552	\$ 68,640,271	2.1%
A100	Total Revenues			\$ 71,399,347	\$ 72,817,817	2.0%

Town of Reading Budget Summary		Actual FY - 2006	Actual FY - 2007	Amended (Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009	FINCOM Votes
General Fund							
B	Benefits	9,119,755	9,755,134	10,176,440	10,885,903	7.0%	8-0-0
C	Capital	2,330,000	1,421,000	1,772,000	650,800	-63.3%	8-0-0
D	Debt (net - tax levy)	2,528,964	2,260,626	2,402,671	2,766,513	15.1%	8-0-0
H	Education - Vocational	251,081	245,300	327,500	424,113	29.5%	8-0-0
J	State Assessments	524,016	550,222	582,481	581,778	-0.1%	8-0-0
AC	TOTAL Accommodated COSTS	14,753,816	14,232,282	15,261,092	15,309,107	0.3%	
M	Accounting	127,528	116,940	133,027	124,189	-6.6%	8-0-0
N	Finance	987,563	1,100,713	1,284,522	1,372,459	6.8%	8-0-0
P	Library	951,427	1,049,056	1,127,881	1,203,906	6.7%	8-0-0
Q	Town Manager's Office	618,885	630,649	679,266	692,818	2.0%	8-0-0
R	Community Services	765,287	824,536	902,792	927,231	2.7%	8-0-0
S	Public Works	4,514,694	4,499,141	4,635,719	4,807,030	3.7%	8-0-0
T	Public Safety	6,596,012	6,986,222	7,251,130	7,622,882	5.1%	8-0-0
MG	TOTAL Municipal Government	14,561,396	15,207,257	16,014,337	16,750,515	4.6%	
	Operating	11,649,689	12,472,531	13,008,036	13,603,975	4.6%	
	Accommodated	2,911,707	2,734,726	3,006,301	3,146,540	4.7%	
U	TOTAL School Department	32,357,279	33,830,464	34,787,535	35,871,170	3.1%	8-0-0
	Operating	27,277,032	28,303,503	29,186,348	30,719,833	5.3%	
	Accommodated	5,080,247	5,526,961	5,601,187	5,151,336	-8.0%	
V	TOTAL Town Buildings	658,881	1,087,198	691,503	708,156	2.4%	8-0-0
	Operating	346,760	793,675	398,039	390,778	-1.8%	
	Accommodated	312,121	293,523	293,464	317,378	8.1%	
OTAL General Fund (AC+MG+U+V+A5)				\$ 70,930,262	\$ 72,816,494	2.7%	

Enterprise Funds

W	TOTAL Water Fund	3,587,826	4,572,501	\$ 4,865,487	\$ 5,348,472	9.9%	7-0-0
X	TOTAL Sewer Fund	3,879,938	4,380,245	\$ 4,501,587	\$ 5,049,535	12.2%	7-0-0
Y	TOTAL Storm Water Fund		357,529	\$ 341,734	\$ 315,514	-7.7%	8-0-0
	TOTAL Enterprise Funds	7,467,764	9,310,275	9,708,808	10,713,521	10.3%	



FY09 Budget Summary Town of Reading

Town of Reading Accom Costs Summary

No.	Actual FY - 2006	Actual FY - 2007	Amended (Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009
B Benefits	9,119,755	9,755,134	10,176,440	10,885,903	7.0%
C Capital	2,330,000	1,421,000	1,772,000	650,800	-63.3%
D Debt (net - tax levy)	2,528,964	2,260,626	2,402,671	2,766,513	15.1%
H Education - Vocational	251,081	245,300	327,500	424,113	29.5%
J Miscellaneous	524,016	550,222	582,481	581,778	-0.1%
TOTAL Accommodated COSTS	\$ 14,753,816	\$ 14,232,282	\$ 15,261,092	\$ 15,309,107	0.3%

For email subscribers: Many accommodated costs have been moved into Municipal Gov't & School budgets

Town of Reading Accom Costs - Detail

	Actual FY - 2006	Actual FY - 2007	Amended (Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009	FINCOM Votes
B Accommodated Costs - Benefits						
B1 Group Health / Life Ins.	5,612,028	6,113,995	6,657,575	7,305,244	9.7%	
OPEB			-	0	0.0%	
B2 Workers Compensation	284,939	264,300	278,685	258,897	-7.1%	
B3 Police / Fire Indemnification	55,019	65,881	55,000	50,000	-9.1%	
B4 Contributory Retirement	2,463,851	2,536,643	2,595,727	2,653,102	2.2%	
B5 Non-Contrib. Retirement	99,257	100,960	102,681	77,280	-24.7%	
B6 Medicare / Social Security	573,934	643,611	446,772	491,380	10.0%	
B7 Unemployment Benefits	30,727	29,744	40,000	50,000	25.0%	
B99 Total Benefits	\$ 9,119,755	\$ 9,755,134	\$ 10,176,440	\$ 10,885,903	7.0%	8-0-0
C Accommodated Costs - Capital						
C1 School Equipment	\$ 25,000	\$ 65,000	\$ 20,000	\$ -	-100.0%	
C2 School Building Improvements	1,500,000	160,000	175,000	50,000	-71.4%	
C3 Town Building Improvements		149,500	140,000	25,000	-82.1%	
C4 Community Services	10,000	10,000	5,000	0	-100.0%	
C5 Finance (includes WAN)		250,000	117,000	0	-100.0%	
C6 Library	20,000	5,000	26,500	12,000	-54.7%	
C7 Public Safety - Fire	30,000	36,900	0	0	0.0%	
C8 Public Safety - Police/Dispatch	250,000	14,000	35,000	0	-100.0%	
C9 Public Works - Equipment	175,000	298,000	722,400	155,000	-78.5%	
C10 Public Works - Parks (playgrounds)	12,500	64,600	25,000	40,000	60.0%	
C11 Roadway Improvements	307,500	343,000	506,100	368,800	-27.1%	
C90 Personal computers - reclassified as expenses		25,000	0	0	0.0%	
C99 Total Capital	\$ 2,330,000	\$ 1,421,000	\$ 1,772,000	\$ 650,800	-63.3%	8-0-0
D Accommodated Costs - Debt (net, inside levy limit)						
D1 Debt Service - Principal	3,885,000	3,910,000	4,034,000	4,450,000	10.3%	
D2 Debt Service - Interest	3,031,400	2,816,359	2,560,457	2,509,654	-2.0%	
D99 Total Debt Service (D1+D2)	6,916,400	6,726,359	6,594,457	6,959,654	5.5%	8-0-0
H Accommodated Costs - Education Vocational School						
H1 Vocational School Assessments	251,081	245,300	327,500	424,113	29.5%	
H99 Total Education - Voke	\$ 251,081	\$ 245,300	\$ 327,500	\$ 424,113	29.5%	8-0-0
J Accommodated Costs - Miscellaneous						
J3 State Assessments	524,016	550,222	582,481	581,778	-0.1%	
J99 Total Miscellaneous	\$ 524,016	\$ 550,222	\$ 582,481	\$ 581,778	-0.1%	Not Voted



FY09 Budget Summary Town of Reading

Town of Reading Muni. Gov't Summary		Actual FY - 2006	Actual FY - 2007	(Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009	FINCOM Votes
TOTAL BUDGET							
	Accounting	\$ 127,528	\$ 116,940	\$ 133,027	\$ 124,189	-6.64%	
	Finance	\$ 987,563	\$ 1,100,713	\$ 1,284,522	\$ 1,372,459	6.85%	
	Library	\$ 951,427	\$ 1,049,056	\$ 1,127,881	\$ 1,203,906	6.74%	
	Town Manager's Office	\$ 618,885	\$ 630,649	\$ 679,266	\$ 692,818	2.00%	
	Community Services	\$ 765,287	\$ 824,536	\$ 902,792	\$ 927,231	2.71%	
	Public Works	\$ 4,514,694	\$ 4,499,141	\$ 4,635,719	\$ 4,807,030	3.70%	
	Public Safety	\$ 6,596,012	\$ 6,986,222	\$ 7,251,130	\$ 7,622,882	5.13%	
	FINCOM voted budgets	\$ 14,561,396	\$ 15,207,257	\$ 16,014,337	\$ 16,750,515	4.60%	
Town of Reading Muni. Gov't - Details		Actual FY - 2006	Actual FY - 2007	Amended (Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009	FINCOM Votes
No.							
M	Accounting (FTEs)	2.5	2.5	2.5	2.5	0.0%	
M1	Salaries and Wages	126,948	\$ 115,712	131,755	122,917	-6.7%	8-0-0
M2	Expenses	580	1,228	1,272	1,272	0.0%	8-0-0
	Total Accounting	\$ 127,528	\$ 116,940	\$ 133,027	\$ 124,189	-6.6%	
N	Finance Divisions						
	Elections & Registrations(FTEs)	0.0	0.0	0.0	0.0	0.0%	
N1	Salaries and Wages	12,152	35,665	18,885	46,575	146.6%	
N2	Expenses	22,722	40,702	24,700	28,956	17.2%	
	Finance Committee	0.0	0.0	-	0.0	0.0%	
N3	Salaries and Wages	405	694	-	0	0.0%	
N4	Expenses	39,350	42,901	41,960	43,612	3.9%	
	FINCOM Reserve Fund			150,000	150,000	0.0%	
	Assessment	2.0	2.5	2.5	2.5	0.0%	
N5	Salaries and Wages	125,649	130,364	140,350	142,818	1.8%	
N6	Expenses	31,010	36,194	15,400	11,000	-28.6%	
	Human Resources	1.0	1.0	1.0	1.0	0.0%	
N7	Salaries and Wages	47,508	47,989	49,180	51,173	4.1%	
N8	Expenses	14,821	18,218	40,856	46,671	14.2%	
	Technology	2.5	3.0	3.0	3.0	0.0%	
N9	Salaries and Wages	113,923	140,537	152,273	151,143	-0.7%	
N10	Expenses	138,214	118,405	143,622	172,312	20.0%	
	Town Clerk	1.0	2.0	2.0	2.0	0.0%	
N11	Salaries and Wages	57,316	77,917	100,557	104,610	4.0%	
N12	Expenses	1,216	1,125	1,500	1,600	6.7%	
	General Finance	10.1	10.6	9.9	9.8	-1.0%	
N13	Salaries and Wages	323,381	357,009	340,479	352,177	3.4%	
N14	Expenses	59,896	52,993	64,760	69,812	7.8%	
N	Finance (FTEs)	16.6	19.1	18.4	18.3	-0.5%	
N15	Salaries and Wages	680,334	790,175	801,724	848,496	5.8%	8-0-0
N16	Expenses	307,229	310,538	482,798	523,963	8.5%	8-0-0
	Total Finance	\$ 987,563	\$ 1,100,713	\$ 1,284,522	\$ 1,372,459	6.8%	



FY09 Budget Summary Town of Reading

Town of Reading Muni. Gov't - Details

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No.		Actual FY - 2006	Actual FY - 2007	Amended (Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009	FINCOM Votes
P	<u>Library (FTEs)</u>	17.4	19.7	19.7	19.7	0.0%	
P1	Salaries and Wages	749,744	816,913	872,976	944,055	8.1%	8-0-0
P2	Expenses	201,683	232,143	254,905	259,851	1.9%	8-0-0
Total Library		\$ 951,427	\$ 1,049,056	\$ 1,127,881	\$ 1,203,906	6.7%	

Restore Sunday hours 2-5pm Oct. 5 - May 23

Q Town Manager's Office

	Town Manager (FTEs)	2.9	2.9	2.9	2.9	0.0%	
Q1	Salaries and Wages	167,600	173,616	175,170	180,643	3.1%	
Q2	Expenses	67,711	55,646	83,050	77,400	-6.8%	
	Selectmen	0.0	0.0	0.0	0.0	0.0%	
Q3	Expenses	2,386	3,083	2,600	2,600	0.0%	
	Law Division	0.0	0.0	0.0	0.0	0.0%	
Q4	Expenses	61,627	71,370	73,000	78,000	6.8%	
	Insurance	0.0	0.0	0.0	0.0	0.0%	
Q5	Expenses	319,561	326,934	345,446	354,175	2.5%	
Q	<u>Town Manager's Office (FTEs)</u>	2.9	2.9	2.9	2.9	0.0%	
Q6	Salaries and Wages	167,600	173,616	175,170	180,643	3.1%	8-0-0
Q7	Expenses	451,285	457,033	504,096	512,175	1.6%	8-0-0
Total Town Manager's Office		\$ 618,885	\$ 630,649	\$ 679,266	\$ 692,818	2.0%	

R Community Services Divisions

	Planning (FTEs)		1.0	2.0	2.0	0.0%	
R1	Salaries and Wages		34,529	44,310	45,864	3.5%	
	Conservation	1.0	1.0	1.0	1.0	0.0%	
R2	Salaries and Wages	47,380	48,856	47,107	49,241	4.5%	
	Zoning Board	0.0	0.0	0.0	0.0	0.0%	
R3	Salaries and Wages	1,444	0	0	0	0.0%	
	Historical Commission	0.0	0.0	0.0	0.0	0.0%	
R4	Expenses	1,001	1,000	1,000	1,000	0.0%	
	Inspection	3.1	3.1	3.1	3.1	0.0%	
R5	Salaries and Wages	106,284	115,248	113,874	116,136	2.0%	
	Health	3.2	2.8	3.1	3.1	0.0%	
R6	Salaries and Wages	136,163	148,823	167,554	169,071	0.9%	
R7	Expenses	53,463	59,624	59,065	63,700	7.8%	



FY09 Budget Summary Town of Reading

Town of Reading Muni. Gov't - Details

4/9/08 11:00 AM

No.		Actual FY - 2006	Actual FY - 2007	Amended (Fall '07 TM) FY - 2008	FINCOM FY - 2009	One Year Changes FY - 2009	FINCOM Votes
R	<u>Community Services Divisions(continued)</u>						
	Elder/Human Services(FTEs)	4.5	4.5	5.1	5.1	0.0%	
R8	Salaries and Wages	145,152	154,724	181,106	192,434	6.3%	
R9	Expenses	6,803	27,229	7,450	8,275	11.1%	
	Veterans	1.0	1.0	1.0	1.0	0.0%	
R10	Salaries and Wages	16,782	18,144	19,252	18,619	-3.3%	
R11	Expenses	233	165	700	700	0.0%	
R12	Veterans Assistance	70,086	60,469	60,000	60,000	0.0%	
	General	4.4	4.1	4.0	4.0	0.0%	
R13	Salaries and Wages	159,442	138,902	181,974	186,591	2.5%	
R14	Expenses	21,054	16,823	19,400	15,600	-19.6%	
R	<u>Community Services (FTEs)</u>	17.2	17.5	19.3	19.3	0.0%	
R14	Salaries and Wages	612,647	659,226	755,177	777,956	3.0%	8-0-0
R15	Expenses	152,640	165,310	147,615	149,275	1.1%	8-0-0
	Total Community Services	\$ 765,287	\$ 824,536	\$ 902,792	\$ 927,231	2.7%	
S	<u>Public Works</u>						
	Administration (FTEs)	4.0	4.0	4.0	4.0	0.0%	
S1	Salaries and Wages	88,595	82,347	93,210	90,270	-3.2%	
S2	Expenses	5,565	32,354	5,677	5,791	2.0%	
	Engineering	7.5	7.5	7.5	7.5	0.0%	
S3	Salaries and Wages	208,512	206,625	268,901	274,747	2.2%	
S4	Expenses	25,217	37,295	19,182	19,566	2.0%	
	Highway and Equip. Maint.	16.0	13.3	13.3	13.3	0.0%	
S5	Salaries and Wages	749,678	662,805	690,736	726,383	5.2%	
S6	Expenses(less fuel)	384,979	440,762	332,221	338,729	2.0%	
S7	Fuel - vehicles	174,537	141,158	189,752	210,790	11.1%	
	Storm Water	0.0	3.5	3.5	3.5	0.0%	
S8	Salaries and Wages	0	113,243	139,467	149,941	7.5%	
S9	Expenses	0	13,671	32,000	22,640	-29.3%	
	Parks and Forestry	7.5	9.8	9.8	9.8	0.0%	
S10	Salaries and Wages	361,708	402,835	435,848	458,541	5.2%	
S11	Expenses	51,927	43,319	42,592	44,039	3.4%	
	Recreation	3.0	3.0	3.0	3.0	0.0%	
S12	Salaries and Wages	116,453	116,562	125,030	130,113	4.1%	
S13	Expenses						



FY09 Budget Summary Town of Reading

Town of Reading Muni. Gov't - Details		Actual	Actual	Amended	FINCOM	One Year	FINCOM
No.	4/9/08 11:00 AM	FY - 2006	FY - 2007	(Fall '07 TM) FY - 2008	FY - 2009	Changes FY - 2009	Votes
S Public Works(continued)							
	Cemetery(FTEs)	4.5	5.8	5.8	5.8	0.0%	
S14	Salaries and Wages	118,520	143,539	146,057	151,929	4.0%	
S15	Expenses	57,251	40,020	37,736	38,770	2.7%	
S19	Salaries and Wages	1,643,466	1,727,956	1,899,249	1,981,924	4.4%	8-0-0
S20	Expenses (not S16,S17,S18)	699,476	748,579	659,160	680,325	3.2%	8-0-0
	Sub Total Public Works	\$ 2,342,942	\$ 2,476,535	\$ 2,558,409	\$ 2,662,249	4.1%	
S16	Street Lighting	188,528	180,702	218,505	226,505	3.7%	8-0-0
S17	Rubbish Collection / Disposal	1,401,588	1,376,887	1,458,805	1,468,276	0.6%	8-0-0
				Restore curbside leaf collection			
S18	Snow and Ice Control	581,636	465,017	400,000	450,000	12.5%	8-0-0
S	Public Works(FTEs)	42.5	46.9	46.9	46.9	0.0%	
S21	Grand Total	4,514,694	4,499,141	4,635,719	4,807,030	3.7%	
T Public Safety							
	Police (FTEs)	40.8	42.8	42.8	43.8	2.3%	Add 1 FTE
T1	Salaries and Wages	\$ 3,031,220	\$ 3,220,653	3,363,360	3,543,356	5.4%	
T2	Expenses	167,662	187,336	194,108	213,285	9.9%	
	Fire / Emergency Management	48.0	48.0	48.0	49.0	2.1%	Add 1 FTE
T3	Salaries and Wages	2,946,627	3,079,582	3,166,770	3,284,507	3.7%	
T4	Expenses	82,196	90,410	96,599	103,930	7.6%	
	Dispatch	8.0	8.0	9.0	9.0	0.0%	
T5	Salaries and Wages	330,387	379,257	389,467	436,164	12.0%	
T6	Expenses	37,920	28,984	40,826	41,640	2.0%	
T	Public Safety (FTEs)	96.8	98.8	99.8	101.8	2.0%	
T7	Salaries and Wages	6,308,234	6,679,492	6,919,597	7,264,027	5.0%	8-0-0
T8	Expenses	287,778	306,730	331,533	358,855	8.2%	8-0-0
	Total Public Safety	\$ 6,596,012	\$ 6,986,222	\$ 7,251,130	\$ 7,622,882	5.1%	



FY09 Budget Summary Town of Reading

Town of Reading Schools & Buildings		Actual	Actual	Amended*	FINCOM	One Year*	FINCOM Votes
U	School Department	FY - 2006	FY - 2007	(Fall '07 TM) FY - 2008	FY - 2009	Changes FY - 2009	
	Administration	585,560	604,641	595,933	631,181	5.91%	
	Regular Day	17,098,923	17,422,487	19,434,253	19,309,562	-0.64%	
	Special Education	3,750,300	4,262,205	4,310,259	4,777,220	10.83%	
	Undistributed/Other	594,554	820,493	806,057	1,269,615	57.51%	
U1	School Salaries and Wages	\$ 22,029,337	\$ 23,109,826	\$ 25,146,502	\$ 25,987,578	3.34%	
	Administration	290,998	320,226	314,981	228,914	-27.32%	
	Regular Day	1,895,405	1,784,714	1,114,502	1,792,739	60.86%	
	Special Education (non-accomm.)	807,119	363,534	397,878	414,488	4.17%	
	Undistributed/Other	266,929	378,640	251,964	184,739	-26.68%	
U2	School Expenses	\$ 3,260,451	\$ 2,847,114	\$ 2,079,325	\$ 2,620,880	26.04%	
U3	School Operating (U1+U2)	\$ 25,289,788	\$ 25,956,940	\$ 27,225,827	\$ 28,608,458	5.08%	
U4	Out of district SPED transp & tuition	4,965,045	5,170,614	5,285,300	5,240,305	-0.9%	
U5	Out of district SPED offsets	(1,446,720)	(1,208,704)	(1,400,000)	(1,850,000)	32.1%	
U6	School Accommodated (U4+U5)	\$ 3,518,325	\$ 3,961,910	\$ 3,885,300	\$ 3,390,305	-12.74%	
School Buildings							
U7	Salaries and Wages	1,162,680	1,222,354	\$ 1,153,865	1,224,023	6.08%	
U8	Expenses	824,564	1,124,209	806,656	887,352	10.00%	
U9	School Buildings Operating	\$ 1,987,244	\$ 2,346,563	\$ 1,960,521	\$ 2,111,375	7.69%	
U10	Heating of Buildings-Schools	907,374	864,706	1,018,317	962,317	-5.5%	
U11	Utilities-Schools	654,548	700,345	697,570	798,714	14.5%	
U12	School Bldgs Accom (U10+U11)	\$ 1,561,922	\$ 1,565,051	\$ 1,715,887	\$ 1,761,031	2.63%	
	School Dept. Operating(U3+U9)	\$ 27,277,032	\$ 28,303,503	\$ 29,186,348	\$ 30,719,833	5.25%	
	School Dept. Accom(U6+U12)	\$ 5,080,247	\$ 5,526,961	\$ 5,601,187	\$ 5,151,336	-8.03%	
U99	Total School Department	\$ 32,357,279	\$ 33,830,464	\$ 34,787,535	\$ 35,871,170	3.12%	8-0-0
Notes: FINCOM increased U3 by \$103,000 and U9 by \$10,000 from additional State Aid (March '08)							
FINCOM increased U3 by \$75,000 from Free Cash for FY09 only as a reimbursement of water overbilling							
School Department (FTEs)		505.4	508.8	509.5	530.5	4.1%	
	Administration	8.5	8.5	8.6	8.6	0.0%	
	Regular Day	333.6	337.0	337.0	341.7	1.4%	
	Special Education	121.1	126.3	126.9	137.7	8.5%	
	Other	10.0	10.0	10.0	15.5	55.0%	
	Custodial	32.2	27.0	27.0	27.0	0.0%	
Town Buildings							
V1	Salaries and Wages	144,340	159,951	145,522	152,147	4.55%	
V2	Net TBM Expenses	202,420	633,724	252,517	238,631	-5.50%	
V3	Town Buildings Operating	\$ 346,760	\$ 793,675	\$ 398,039	\$ 390,778	-1.82%	
	Heating of Buildings-Town	157,489	144,430	139,721	144,430	3.4%	
	Utilities-Town	154,632	149,093	153,743	172,948	12.5%	
V99	Total Town Buildings	658,881	1,087,198	691,503	708,156	2.41%	8-0-0
	Town Custodial (FTEs)	3.0	3.0	3.0	3.0	0.0%	

* FY09 numbers are based on a different chart of accounts; many costs have been re-distributed from one area of the budget to another (e.g., technology expenses used to be in several areas of the budget and has now been separated and placed in the Undistributed/Other section of the budget). In addition, some transfers have been made between salaries and expenses in the special education budget. A total of \$287,000 in additional circuit breaker offset was used in FY08. As a result, in some cases, the percentage comparisons are not based on comparable items.

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REFERENCE